

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600

E-Mail BrownCountyCountyBoard@co.brown.wi.us

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stat., notice is hereby given to the public that the following meetings will be held

THE WEEK OF SEPT. 28 – OCT. 2, 2009.

MONDAY, SEPTEMBER 28, 2009

- | | | |
|-----------------------|---|--|
| * 8:30 a.m. | Community Options Program Planning | Board Room B
Sophie Beaumont Bldg.
111 N. Jefferson Street |
| * 6:30 p.m. | Land Conservation Subcommittee | Room 161—UW Extension |
| * 6:45 p.m. (approx.) | Planning, Development, & Transportation | 1150 Bellevue Street |
| | ***Tour at 5:00 p.m.—Please See Agenda*** | |

TUESDAY, SEPTEMBER 29, 2009

- | | | |
|-------------|-------------------------------------|---|
| * 3:30 p.m. | Criminal Justice Coordinating Board | Truttman Room
Law Enforcement Center
300 E. Walnut Street |
|-------------|-------------------------------------|---|

WEDNESDAY, SEPTEMBER 30, 2009

- | | | |
|-------------|---|---|
| * 3:00 p.m. | Waterfront Redevelopment Steering Committee | Room 200—Northern Bldg.
305 E. Walnut Street |
|-------------|---|---|

THURSDAY, OCTOBER 1, 2009

- | | | |
|-------------|----------------------------------|---|
| * 5:30 p.m. | Education & Recreation Committee | Room 200—Northern Bldg.
305 E. Walnut Street |
|-------------|----------------------------------|---|

FRIDAY, OCTOBER 2, 2009

(No Meetings)

***Agendas Enclosed**

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

COMMUNITY OPTIONS PROGRAM PLANNING COMMITTEE MEETING

Monday, September 28, 2009 – 8:30 a.m. - Sophie Beaumont Building - 111 North Jefferson Street,
Green Bay, Wisconsin – Board Room B

1. Meeting called to order
2. Roll call
3. Modification/approval of agenda
- * 4. Modification/approval of minutes of August 24, 2009
5. Report on CBRF monitoring procedure (follow-up to last month's discussion)
6. Ongoing Family Care Update
7. Reports
 - A. Current status of COP funding
 - Significant proportions
 - * B. Monthly waiting list
 - Report on state's new wait list policy & how it will affect COP
 - * C. Money expenditures by target group
8. **Closed session**--Pursuant to 19.85(l)(f) considering financial, social and/or personal history of specific persons, which if discussed in public would be likely to have a substantial adverse effect on the reputation of the persons referred to—
9. Roll call vote for closed session
10. Ongoing CBRF placement update
 - * A. CBRF variance request **for approval** – Century Ridge CBRF
 - * B. CBRF variance request – Bornemann's CBRF (falls under resolution and does not require individual Committee approval)
 - * C. CBRF variance request – Anna's House CBRF (falls under resolution and does not require individual Committee approval)
11. Any other business authorized by law

* Indicates materials are included in packet mailing

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LAND CONSERVATION SUBCOMMITTEE

Norb Dantinne, Chair
Dave Kaster, Vice Chair

Bernie Erickson, Mike Fleck, Dan Haefs, Norbert Vande Hei(FSA)

LAND CONSERVATION SUBCOMMITTEE

Monday, September 28, 2009

Approx. 6:30 p.m. – Please Note Below Info.

Room 161, UW-Extension

1150 Bellevue Street

Land Conservation Committee Fall Tour

The Land Conservation Subcommittee Meeting will be preceded by

A tour of the Mike and Sandy Zirbel Farm that will be focusing on

Wind Turbines and Animal Waste Dewatering equipment.

5:00 pm leave Land and Water Conservation Department

5:30 pm arrive at Mike and Sandy Zirbel Farm, 6013 Morrison Rd., DePere

5:30 – 6:00 pm presentations by Mike and Sandy Zirbel

6:00 pm leave Zirbel Farm

6:30 pm arrive back at Land and Water Conservation Department/
Ag and Extension Service Center

- I. Call meeting to order.
 - II. Approve/modify agenda.
 - III. Approve/modify minutes of Land Conversation Subcommittee of August 24, 2009.
1. Update on Animal Waste Storage Permit for N.E.W. Organic Digestion, LLC, 6601 County Road R, Denmark, Wisconsin (attachment: N.E.W. waste storage permit alterations)
 2. Land and Water Conservation Dept Monthly Budget Update (to be provided at mtg)
 3. Update 50 cent per Ag Acre Fee.
 4. 2010 Pre-Budget Information.
 5. Farm Bureau/ Land and Water Conservation Department Recognition of Agriculture producers who have done outstanding Conservation work. Conservation Farmer of the year award: Brightside Dairy of Greenleaf, WI, Conrad & Lisa Liebergen; Conservation Innovation Award - Wiese Brothers, Greenleaf.
 6. Director's report.
 7. Such other matters as authorized by law.

Norb Dantinne, Chair

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PLAN, DEV. & TRANS. COMMITTEE

Bernie Erickson, Chair
Mike Fleck, Vice Chair
Norbert Dantinne, Dave Kaster, Dan Haefs

PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

**Monday, September 28, 2009
Approx. 6:45 p.m. (Following Land Con SubCmte)
Room 161, Ag & Extension Center
1150 Bellevue Street**

- I. Call meeting to order.
- II. Approve/modify agenda.
- III. Approve/modify minutes of the August 24, 2009.
1. Review minutes of:
 - a) Planning Commission Board of Directors, 7/1/2009 & 8/5/2009.
 - b) Planning Commission Board of Directors Transportation Subcommittee, 5/18/2009.

Presentation

2. Regional Transit Authority Presentation
 - a. Sample Resolution re: Supporting the Formation of the Greater Green Bay Regional Transit Authority.

Fred Monique

3. Advance quarterly update.

Register of Deeds

4. 2010 Pre-Budget Information.
5. Budget Status Financial Report for July 31, 2009.

Planning and Land Services

Land Information Office

6. 2010 Pre-Budget Information.

Planning Commission

7. 2010 Pre-Budget Information.
8. Budget Status Financial Report for July 31, 2009

Property Listing

9. 2010 Pre-Budget Information.
10. Budget Status Financial Report for July 31, 2009.

UW-Extension

11. 2010 Pre-Budget Information.
12. Request for Budget Transfer (#09-78): Increase in Expenditures with Offsetting Increase in Revenue (see attached for description).
13. Director's Report.

Airport

14. Budget Status Financial Report for July 31, 2009.
15. Director's Report (2010 Pre-Budget Information included).

Port and Solid Waste

16. 2010 Pre-Budget Information.
17. Grant Application Review (#09-36): 2010 DATCP Household Hazardous Waste Grant – Request for Approval.
18. Grant Application Review (#09-37): 2010 DATCP Prescription Drug Grant – Request for Approval.
19. Incineration Update.
20. Oneida Tribe Waste Gasification Project discussions with Brown County.
21. Port Area Budget Status Financial Report for July 2009.
22. Solid Waste Area Budget Status Financial Report for July 2009.
23. Director's Report.

Highway

24. 2010 Pre-Budget Information.
25. August 2009 Budget to Actual.
26. Ordinance re: Dealing with Revision of Speed Zone on County Highway A, Town of Scott.
27. Resolution re: Highway Department Change to Table of Organization: Delete (1.0 FTE) Chief Blacksmith and Create 1.0 FTE 1st Mechanic.
28. Director's Report.

Highway/Planning Commission

29. Updates on CTH GV (standing item).
 - a. Road repair update on GV with possible action.

Zoning

30. 2010 Pre-Budget Information.
31. Budget Status Financial Report for July 31, 2009.
32. Resolution re: Opposing Proposed Amendments to Wisconsin Administrative Code Chapter NR115 Relating to Shoreland Zoning within the State of Wisconsin.
33. Discussion and Action regarding Implementation of the POWTS Maintenance Program.

Other

34. Audit of bills.
35. Such other matters as authorized by law.

Bernie Erickson, Chair

Attachments

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Judge Kendall Kelley

Captain John Jadin

CRIMINAL JUSTICE COORDINATING BOARD

Tuesday, September 29, 2009

3:30 p.m.

Truttman Room, Law Enforcement Center

300 E. Walnut Street

1. Call Meeting to Order.
2. Approve/Modify Agenda.
3. Approve/Modify Minutes of May 26, 2009.
4. Status of Board Vacancies (County Executive Tom Hinz).
5. Report from the District Attorney Regarding Drug Prosecution (D.A. John Zakowski).
6. Community Drug Education Programs (D.A. John Zakowski).
7. Such other matters as authorized by law.
8. Adjourn.

Judge Kendall Kelley, Chair

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AGENDA
LOWER FOX RIVER AND GREEN BAY SHORELINE WATERFRONT
REDEVELOPMENT STEERING COMMITTEE MEETING
Brown County Planning Commission
Wednesday, September 30, 2009
Room 200
Brown County Northern Building 2nd Floor
305 E. Walnut St.
Green Bay, Wisconsin
3:00 p.m.

Invited Members

Paul Blindauer		Derek Lord	
Cheryl Detrick		Neil McKloskey	
Kristen Dufresne		Jeff Mirkes	
Dean Haen		Fred Monique	
Doug Hartman		Ken Pabich	
Carol Karls		Charles Pelky	
Rick Koffler		Michael Telzrow	
Steve Kubacki		Aaron Schuette	
Chuck Lamine		Rob Strong	
Brad Lange		Mark Walter	

ORDER OF BUSINESS

1. Introductions.
2. Discussion regarding Steering Committee:
 - a. Mission and purpose.
 - b. Committee process and timeline.
 - c. Establish time, location, and dates for future meetings.
3. Review draft scope of planning process
4. Roundtable discussion and identification of issues/opportunities for consideration and further study.
5. Adjourn.

ANY PERSON WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATION SHOULD CONTACT THE BROWN COUNTY HUMAN RESOURCES OFFICE AT 448-4065 ON THE DAY BEFORE THE MEETING SO ARRANGEMENTS CAN BE MADE.

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EDUCATION & RECREATION COMMITTEE

John Vander Leest, Chair
Kathy Johnson, Vice Chair
Adam Warpinski, Pat Wetzell, Jesse Brunette

EDUCATION & RECREATION COMMITTEE

Thursday, October 1, 2009

5:30 p.m.

Rm 200, Northern Building
305 E. Walnut Street

- I. Call meeting to order.
 - II. Approve/modify agenda.
 - III. Approve/modify minutes of August 20, 2009.
-
1. Review minutes of:
 - a) Library Board (8/20/09).

Library

2. Budget Status Financial Report for July 31, 2009
3. Director's Report.

Parks

4. Ordinance re: To repeal and re-create Sec. 8.08 "Pets" of Chapter 8 of the Brown County Code entitled "Parks and Recreation Facilities." (Referred from August County Board.)
5. Budget Status Financial Report for July 31, 2009.
6. Director's Report.

NEW Zoo

7. Request for Budget Transfer (#09-67): Increase in Expenditures with Offsetting Increase in Revenue (see attached for details).
8. Zoo Monthly Activity Report.
 - a. Visitor Center Operation Reports:
 - i. Admissions Revenue Attendance August, 2009 Report.
 - ii. Gift Shop Concessions Revenue 2009 Report.
 - b. Curator's Report - Animal Collection Report September, 2009.
9. Financial Report for July 31, 2009.
10. Director's Report.

Museum

11. Attendance & Admission, August, 2009.
12. Budget Status Financial Report for July 31, 2009.
13. Director's report.

Resch Centre/Arena/Shopko Hall

14. August-09 Attendance for the Brown County Veterans Memorial Complex.

Golf Course – No Agenda Items.

Other


15. Audit of bills.
16. Such other matters as authorized by law.

John Vander Leest, Chair

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SEPTEMBER 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			Public Safety 5pm			
		1	2	3	4	5
	 Labor Day	Vets' Recognition 5:15pm	Executive Cmte 6pm			
6	7	8	9	10	11	12
			Board of Supervisors 7pm	Facility Master Plan SubCmte 5:15pm		
13	14	15	16	17	18	19
			Human Svc Cmte 6pm	Administration Cmte 5:30pm		
20	21	22	23	24	25	26
	Land Con 7pm Plan Develop & Trans 7:30pm	Criminal Justice Coord Bd 3:30pm				
27	28	29	30			

OCTOBER 2009



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				Ed & Rec 5:30pm		
				1	2	3
		Comm. Treatment Center Open House 6-8 pm	Public Safety 5pm			
4	5	6	7	8	9	10
	Executive Cmte 6pm	Vets' Recognition 5:15pm		Administration Committee 5:30pm		
11	12	13	14	15	16	17
		Homeless 3:30pm	EMS 1:30pm Board of Supervisors 7pm	Facility Master Plan 5:15pm		
18	19	20	21	22	23	24
	Land Con 6pm Plan Develop & Trans 6:30pm	Criminal Justice Coord Bd 3:30pm	Human Svc Cmte 5:30 pm	Ed & Rec 5:30pm		 HALLOWEEN
25	26	27	28	29	30	31

BROWN COUNTY COMMITTEE MINUTES

- **Facility Master Plan Subcommittee (September 17, 2009)**
- **Local Emergency Planning Committee (September 8, 2009)**
- **Transportation Coordinating Committee (June 8, 2009)**

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

PROCEEDINGS OF THE BROWN COUNTY FACILITY MASTER PLAN
SUBCOMMITTEE

Pursuant to Section 19.84 Wis. Stats., a meeting of the **Facility Master Plan Subcommittee** was held on Thursday, September 17, 2009, at 5:15 p.m. in Room 201 of the Northern Building, 305 East Walnut Street, Green Bay, Wisconsin.

Present: Carole Andrews, Mike Fleck, Jack Krueger, Pat Wetzel, Adam Warpinski.

Also Present: Bill Dowell, Chuck Lamine, Peter Schlein.

(NOTE: The first audio tape was inaudible.)

1. **CALL TO ORDER:**

The meeting was called to order by Chair Adam Warpinski at 5:17 p.m.

2. **APPROVE/MODIFY AGENDA:**

A MOTION WAS MADE BY SUPERVISOR KRUEGER AND SECONDED BY SUPERVISOR FLECK TO APPROVE. Vote taken. MOTION CARRIED UNANIMOUSLY.

3. **APPROVE/MODIFY MINUTES OF July 7, 2009:**

A MOTION WAS MADE BY SUPERVISOR ANDREWS AND SECONDED BY SUPERVISOR WETZEL TO APPROVE. Vote taken. MOTION CARRIED UNANIMOUSLY.

4. **REVIEW AND DISCUSS SPACE NEEDS ANALYSIS SURVEYS – ADMINISTRATION DEPARTMENT:**

Chuck Lamine, Planning Director, distributed an updated draft of department interviews (copies attached). Mr. Lamine noted that not all departments had responded yet to the request for update. He will e-mail the completed packet to the Subcommittee members before the October meeting.

General discussion ensued concerning some of the departments' needs. It was agreed by Subcommittee members that this information would be reviewed and discussed further at the October meeting.

A MOTION WAS MADE BY SUPERVISOR KRUEGER AND SECONDED BY SUPERVISOR ANDREWS TO HOLD UNTIL NEXT MONTH. Vote taken. MOTION CARRIED UNANIMOUSLY.

5. REVIEW OF ENERGY TASK FORCE:

Bill Dowell, Facility Management Director, distributed and reviewed the draft of the Brown County Sustainability Plan (copy attached). Mr. Dowell explained that the focus of this Plan was to reduce 25 percent of Brown County's electricity and fuel costs by the year 2025. He stated that the final Plan should be available for the November meeting.

Mr. Lamine distributed and reviewed the "EECBG (Energy Efficiency and Conservation Block Grants) Activity Worksheet" and the "Energy Project Funding" summary (copies attached). He noted that on all of the projects Brown County is matching dollars with WI Focus on Energy grants to maximize other resources for match. He said he is continuing to investigate other opportunities and partnerships.

When asked by Supervisor Krueger, Mr. Dowell said he will provide the payback information in the final presentation. Supervisor Krueger indicated that he recently learned the importance of the timeliness of filing reports. Mr. Lamine agreed and relayed a particular incident that required a 2-day turn-around to receive funding in this budget year; he credited Senior Planner Aaron Schuette and Mr. Dowell's staff for the successful response.

When asked by Supervisor Fleck, Mr. Lamine stated that he had not received a recent update on the gasification project with the Oneida Tribe of Indians at the transfer station on the West Side. Supervisor Krueger opined that Brown County needs to partner with others when possible because of the reduction in revenues.

6. SUCH OTHER MATTERS AS AUTHORIZED BY LAW:

Next meeting to be Thursday, October 22, 2009, @ 5:15 p.m.

A MOTION WAS MADE BY SUPERVISOR KRUEGER AND SECONDED BY SUPERVISOR WETZEL TO ADJOURN AT 6:08 P.M. Vote taken. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

Lisa M. Alexander
Recording Secretary

Draft
Administration Departments
Interview Summary

Administration Department

Meeting Date: February 4, 2008 (*Updated August, 7, 2009 by Department Head-NO RESPONSE*)

Facility Tour: February 4, 2008

Location: Northern Building

Participants: Lynn Vanden Langenberg, Bob Heimann, Chuck Lamine, Bill Dowell

Discussion Points:

- The Administration Department is responsible for centralized financial and budgetary management, payroll, and purchasing functions as well as Information Services for Brown County.
- Primarily the Administration Department functions out of the 5th floor of the Northern Building. The Sophie Beaumont Building still has the computer server facility located on the 2nd floor and the computer training facility is located on the 1st floor.
- The Administration Department presently employs 42.8 full-time equivalent positions as well as several limited term and contracted employees.
- The Administration Department efficiently manages the space and facilities that they have.
- With the Information Services staff moving from the Sophie Beaumont Building to the 5th floor of the Northern Building there has been some loss of functionality and the creation of very cramped conditions.
- The Administration Department presently has very limited office space available for interns.
- The County Board has expressed an interest in more centralization of Administration Department services. As an example, the Sheriff's Department presently has their own accountant. By centralizing this function, other departments could have access to this staff person. There may be savings associated with having combined access to accounting services for more departments. This would also improve on the consistency of accounting practices.
- Consideration should be given to separating the location of Information Services from the rest of the Department of Administration staff if there is not enough room for growth.
- Technological improvements may result in a need for less data entry staffing but an increase in the need for higher level data analysis positions.
- The new financial software system may enable a reduction of staffing county-wide due to the elimination of manual operations.
- In regards to Information Services, if staff is assigned to particular departments such as the Sheriff's Department, it may make sense to locate Information Services staff directly within the various departments rather than duplicating office space within the Administration Department.
- The greatest need that exists is for personal computer support.

- It is possible that more laptop computers with docking stations will be assigned to departments to enable staff to take their laptops into the field.
- Presently there are three people working on PC support and there is a possibility that they may add a fourth person for PC support.
- Physical space for the computer server room in the Sophie Beaumont Building will be adequate for some time.
- A duplicate back up facility will be located at the new Communications Center.
- There are significant inefficiencies of having the Information Services staff in the Northern Building because the work cubes do not have adequate space for PC set up. They are often working on 10 computers at the same time and space is not adequate. There is a need for more of a work area.
- There is not a loading dock area in the Northern Building for when computer equipment is delivered. PC's pile up in the hallway when they are delivered because there is not adequate space. There is significant savings and efficiencies associated with delivery of 50 PC's at a time.
- There may be an advantage to returning to a work area on the 2nd floor of the Sophie Beaumont Building. Moving Human Services staff to the old MHC building may make space available for Information Services in the Sophie Beaumont Building. This would involve approximately 10 work stations plus a computer set up room.
- Fiber optic system will relocate 20+ servers from the Jail, Sheriff's, MHC, etc., back to the Sophie Beaumont Building.

Future Tasks:

- Administration Department staff will work with Facility Management Department staff to complete an evaluation of future facility needs.

Draft
Administration Departments
Interview Summary

Child Support Department

Meeting Date: February 22, 2008

Facility Tour: February 22, 2008

Location: Northern Building

Participants: Jackie Scharping, Chuck Lamine, Bill Dowell

Discussion Points:

- The Child Support Department provides for the location of absent parents, establishment of paternity and child support orders and enforcement orders. The agency is divided into three units: paternity establishment, enforcement, and financial.
- The Child Support Department functions out of the 4th floor of the Northern Building.
- The Child Support Department presently employs 33 full-time equivalent positions.
- The agency is presently at its highest level.
- Security is fine at the present location.
- Growing Hispanic population has resulted in an increased demand for bi-lingual staff.
- The Child Support Department has between 50 and 60 persons for genetic testing twice per month.
- The Child Support Department interacts on a daily basis with the Corporation Counsel attorneys, Register of Deeds, and the courts so a downtown location is critical.
- Lighting is not great in the office locations due to glare.
- Parking is a challenge for clients.
- Significant interaction with Human Services staff for economic support for clients.
- Computers enable adequate communication between departments.
- Three or four cubicles are open at this time.
- There is an immediate need for storage space in the basement. Need to keep files for a very long time and space is very limited. They really need more storage with 13,000 active files.
- Getting files back from records storage has been a problem.
- A water and ice machine in the break room would be a nice addition.

Deleted: and they anticipate a 20% reduction in staff due to the creation of a central customer service center established by the State of Wisconsin.

Deleted: <#>Funding is being reduced by the state and federal governments.¶
<#>Case load is likely to go up but if funding is removed, the department will have to do more with less.¶

Deleted: <#>If the state decided to create a regional calling center, it would likely be located within Brown County. This, however, is not anticipated to happen by staff.¶

Deleted: <#>Need room for blood draws.¶
<#>The waiting room is too small for the number of person appearing for genetic testing.¶

Future Tasks:

- Child Support Department staff is in immediate need of a solution to their record storage challenge.

Draft
Administration Departments
Interview Summary

Brown County Clerk

Meeting Date: 1/14/08 *(Updated August 7, 2009 by Department Head-NO CHANGE)*

Location: County Clerks Office

Participants: Darlene Marcelle, Sandy Van Straten-Juno, Chuck Lamine, Bill Dowell

Discussion Points:

- The County Clerk's Office issues Marriage Licenses, Passports, Work Permits, Golf Passes, Boat Launch Permits, Conducts every phase of the election process, Compiles and produces the Brown County Directory, Records and publishes minutes for the Brown County Board of Supervisors, Is an agent for the State in issuing Dog Licenses, Issues Emergency Alarms and accepts hundreds of incoming information calls on the County's Information Line.
- In 2004 we began accepting Passport Applications. With that additional work load and traffic flow, the counter does not provide adequate space to accommodate the public.
- With the anticipated move of the Veterans Office to either the third floor of the Northern Building or the old Mental Health Center additional space would be available for expansion of the Clerks Office.
- It would be helpful to move the elections room to the western end of the building to provide more convenient access from Adams St. on elections days.
- Marriage License activity has decreased in recent years.
- Passport activity has increased in recent years and is anticipated to increase again due to new requirements for travel to Canada and Mexico.
- Neither staff reductions nor increases are anticipated in the near future.
- For years such as 2008 when there are four elections it is anticipated that this will account for approximately 50% of the Clerks Office activities for the year. In more typical years with two elections it accounts for approximately 25% of the workload.
- Six work stations are needed with workspace to accommodate a computer and 2+ people each. Basically, space to easily accommodate 12 customers at a time. The greatest numbers of applicants are for marriages and passports all of which generally involve working with 2 or more people at a time.
- Crowded workspace makes it difficult to hear and talk with applicants. There is also a shortage of countertop space to do necessary paperwork and review legal forms. In addition, overcrowding violates the customer's privacy and compromises their confidential information.
- There is not enough customer space and chairs for people waiting to be served. It is necessary that customer service reception space is increased. In addition, a table for applicants to complete legal forms prior to being served at the counter is needed. A table should be large enough to accommodate 4-6 people; and should have reception chairs available for 6-10 people.
- Photography Area –need to have space set aside where passport and golf photos can be taken and the appropriate lighting should be provided to prevent shadowing.
- Brochures Display and Bulleting Board – Should have ample space for informational brochures and a bulletin board for public legal notices.

- Children's Area – need a dedicated space for children to keep busy while the adults conduct business in our office since children are required to be present at the time passports are applied.

New Design Requests

- Service Counter – The service counter should be at an ergonomically correct height for working with computers. Storage drawers should not be located beneath because we constantly have to ask people to move to get at the required paperwork and documents. Instead, storage drawers should be located behind staff and the counter.
- County Records Room – Currently we have filing cabinets located throughout the office wherever we can find space. We have file cabinets for County Board minutes and agendas, bids, contracts, agreements, abstracts, claims, maps and miscellaneous other documents. We need a desk and chair for researching and filing records. In addition we need shelving for binders and books.
- Elections Room – we need space to use and store 3 Eagle voting machines and cabinets and Automark machine with a table. In addition, we need space for poll books, election supplies, election records and filing cabinets, voter registrations, a canvassers/work table and chairs, and prom pack storage. In addition, we need an easily accessible holding space near the Adams St. loading zone for a large volume of outgoing and incoming election ballots and supplies.
- Shared Equipment – 2 computer printers, 1 fax machine, and 1 copy machine centrally located.
- Staff workspace - Staff is currently crowded into the space we have available. Basically, everyone is crowded to the point where we are bumping into each other. This is especially true when staff is working at the counter. In many cases, staff can't access file cabinets or storage space because it collides with staff working. Also, low walled cubical workspace with counter visibility would be nice to prevent computers and paperwork from becoming damaged.

COUNTY CLERK'S OFFICE

Briefly describe your existing programs and services.

The County Clerk's Office issues Marriage Licenses, Domestic Partnership Applications and Terminations, Passports, Work Permits, Golf Passes, Boat Launch Permits, Conducts every phase of the election process, Compiles and produces the Brown County Directory, Records and publishes minutes for the Brown County Board of Supervisors, Is an agent for the State in issuing Dog Licenses, Issues Emergency Alarms and accepts hundreds of incoming information calls on the County's Information Line.

Do you have adequate facilities for your existing programs and services? Please provide specific examples.

No: In 2004 we began accepting Passport Applications. With that additional work load and traffic flow, the counter does not provide adequate space to accommodate the public. Likewise, in 2009 we began taking Domestic Partnerships which creates additional counter service.

Please describe any anticipated changes in programs and services (including additions or deletions) that you anticipate in the future.

I would expect the space problem to continue because of the Federal requirement for Passports and new Domestic Partnership services.

What are your facilities needs as they relate to the anticipated future changes in programs and services?

If possible, it would be ideal to have more space to accommodate the increase traffic flow.

Please provide any additional information that you feel is pertinent to your existing or future facility needs

We are very busy at the counter which creates overcrowding and in some cases delayed service until space is available to accommodate our customers. Also, being close together makes it nearly impossible to communicate because there are multiple conversations going on at one time. There isn't enough room to work with documents.

Practically, all of our services involve customers' vital records and legal documents. Our customers have legitimate concerns of overcrowding because they are revealing personal documents and information regarding birth dates, social security numbers, etc. All of these items information can easily be lifted and stolen via shoulder browsing creating ample opportunities for identity theft.

An increase in counter space would alleviate overcrowding, provide space for documents, reduce noise levels and improve communication, and provide security from identity theft.

Our request for additional counter space is not a "want;" it's a "need".

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Draft
Administration Divisions
Interview Summary

Facilities Division of Parks & Facilities Management

Meeting Date: February 2, 2008 (*Updated August, 7, 2009 by Department Head-NO CHANGE*)

Facility Tour: February 2, 2008

Location: Northern Building

Participants: John Machnik, Bill Dowell, Chuck Lamine

Discussion Points:

- The Facilities Management Division is responsible for providing a safe, efficient, environment for county operations. These services include facility planning and engineering, project management, emergency management, climate control, preventive maintenance, repair, and emergency services, housekeeping, grounds, and parking lot maintenance, vehicle maintenance, signage, building security, mail, records management, and copy center services.
- Primarily the Facilities Management Division functions out of the Sophie Beaumont Building with work space in the various satellite locations for County facilities. Primary office space for the Facility Management division is on the second floor of the Sophie Beaumont Building.
- The Facilities Management Division presently employs approximately 72 full-time equivalent positions.
- Presently adequate office space exists.
- The Facilities Division is lacking in staging space for office /departmental moves. Presently space is used in the basement of the Northern building.
- At the jail the new Communications Center is occupying space previously used by facilities staff.
- Taking on facilities maintenance work for the libraries would not require additional space.
- ~~The new Community Treatment Center will have adequate space for facilities management needs.~~
- Expanded and new county facilities may expand or reduce future space needs for the Facilities management.
- Reductions in County rental space such as for the Health Department may result in additional staff needs.
- The facilities management Division is very conscious about listening to and meeting the needs of the county department heads.
- There may be a need in the future for a fleet manager Position and a technology manager within the Facilities Management Division.
- The loading dock at the Sophie Beaumont building is important for access to the basement and the print shop.
- It would be possible for facilities Management to move to a new location if additional space is needed for another department in the Sophie building.
- LEED has become a priority for the design of new buildings and for existing buildings.

- Parking considerations for bike storage, hybrid cars, scooters etc. may be a future priority.
- Provision of shower facilities in county buildings may be considered in the future to support County Wellness initiatives.

Future Tasks:

- Facilities Management Division staff will continue to monitor future facility needs.

Facility Master Plan Committee Questionnaire

September 7, 2007

Briefly describe your existing programs and service

Administration: Oversee revenue, lease/contract, grant and permit programs and maintain administrative functions necessary for department operations

Facilities and Grounds: Maintain facilities and grounds in a Park System comprised of 18 recreational areas encompassing over 3,600 acres.

Information and Education: Dissemination of information to media, provide brochures and departmental website, outdoor education programs/center and interpretive signage

Resource Management: Provide oversight and management activities for Park System fisheries/wildlife/vegetation management as well as natural area management

Public Safety: Provide necessary protection for Park facilities/grounds and the general public.

Do you have adequate facilities for your existing programs and services? Please provide specific examples.

Facility Infrastructure: is aging and needs attention.

Future Growth of County Population: will necessitate addition of programs and services to keep pace with anticipated increase in users

Area Economic Stability: may lead to more local recreational opportunity demand (rising gas prices/recessions)

Changing Community Profile: changing recreation opportunities due to increasing ethnic diversity and increase in older citizens and their recreational desires

Quality of Life: enticing "creative class" to Brown County is dependent on many factors including availability, types and quality of recreational opportunities

Please describe any anticipated changes in programs and services (including additions or deletions) that you anticipate in the future.

Camping trends requiring bigger spaces, changing electrical/technological demand.

Increased space demands by large special event groups.

Development of waterfront facilities.

Development/expansion of water access.

Address demand for dog exercise facilities.

Land acquisition new and existing facility expansion

Playground expansion/renovations

Pet exercise facility expansion and new development

Expand rental shelters at various facilities

Trail enhancement (asphalt), new development and focus on interconnectivity

Duck Creek Corridor regional recreational facility

What are your facilities needs as they relate to the anticipated future changes in programs and services?

See attached list specifying facility needs

Please provide any additional information that you feel is pertinent to your existing or future facility needs.

FUTURE PLANNING PROJECTS/OUTLAY

PAMPERIN

- Working with Oneida Tribe, WDNR and other appropriate agencies, determine future of two dams on Duck Creek within park boundary
- Renovate east side shoreline
- Extend proposed trail from Oneida tribal property into Pamperin Park and extend through park to planned Hwy 29 bike lane to Taylor Street
- Hwy 29 renovation to include new entrance road

FAIRGROUNDS

- Purchase "Feaker" property across Ft Howard Ave for special event parking
- Redo infield to make multi-use green space
- Shelter at east end of Midway
- Shoreline renovation to include extension of walkway from DePere land to sewer property
- Campground on facility north end
- Establish agreement with DePere for use of their property
- Livestock barn Roofs/repairs/replacements

REFORESTATION CAMP

- Establish campground
- Erect new open-sided shelter west of ski lodge
- Replacement of playground by Pines Shelter
- Establish boulevard concept on Hwy 1R by lower parking lot
- Phase II of maintenance shop/storage
- Lighted ski trail loop
- Purchase adjoining properties as they become available

BARKHAUSEN WATERFOWL PRESERVE

- Extend marsh overlook
- Purchase Malchow property
- Purchase northern adjoining property
- Interpretive Center renovation

FOX RIVER TRAIL

- Extend blacktop to Greenleaf
- Create parking access between DePere and Greenleaf
- Establish connectors between FRT and East River Trail and CE Trail
- Greenleaf bathroom building

MOUNTAIN BAY TRAIL

- Blacktop trail between Lakeview Drive and Spring Green Park

DEVILS RIVER TRAIL

- Expand into Green Bay

NESHOTA

- Establish new playground
- Purchase Rentmeester property – potential dog park area

WAY-MORR PARK

- Softball field agreement with youth group for fields
- Branch River Restoration
- New pedestrian bridge
- Parking lot replacement
- Second shelter building
- Restroom upgrades
- Shelter upgrade

LILY LAKE

- Playground unit installation
- Purchase additional lands – PLAV Middle and Third Lake properties

BAY SHORE PARK

- Playground by large shower building
- Upgrade of electrical service
- Upgrade pit toilets to sewer service
- Purchase property in front for campground expansion
- Boat launch expansion? Break wall expansion? Break wall repair?
- Office shop replacement

WRIGHTSTOWN

- Shoreline renovation
- Restroom building

BROWN COUNTY PARK

- Restroom building
- Expand dog park boundaries

WEQUIOCK

- Restroom building replacement

FONFEREK

- Trail system development
- Observation tower (silo)
- Ledgeview partnership for active recreation fields

FUTURE SOUTHWEST PARK

- Meet needs of expanding county population by developing park closer to Wrightstown area

FUTURE TRAIL CORRIDORS

- Bairds creek to Kewaunee

FUTURE DOG PARK

- Old County Farm property
- Scray's Hill old asphalt plant property

DUCK CREEK CORRIDOR

- Partner with Oneida Tribe to create regional ski/mt bike facility

OROP TEAM MEETINGS

Bay Shore Team

- Waterfront Camping – Bay Shore and other parks
- Upgrade electrical services
- Upgrade all bathrooms to sewer and water (flush toilets)
- Highway noise is loud – berm not long/tall enough
- Camping at Reforestation Camp
- Need additional lands for day-use picnicking
- Interpretive signs at parks – Bay Shore lime kiln and geology
- Storage area for materials not in Parks
- Park Department branding/logo
- Renard Island
- Waterfront – Use It!
- Multi-cultural issues – need signage/interpretation other languages
- Pamperin Park dams/Riverbank
- Trail into Pamperin
- Off leash area for dogs at Bay Shore – Campers would use and people coming off highway
- Improve ADA access to all playgrounds
- Bay Shore Marina
 - Need better restrooms, expanded Parking
 - Different roads for ingress and egress
 - Breakwall
 - Increase number of overnight slips
 - Improve beach
 - Open air shelter
 - Harbor of Refuge too small
- West Side Conservancy Area – need to develop trail systems – could be better than Camp system
- Suamico Boat Launch – Increase parking capabilities
- Purchase Rabas Property
 - Camper storage
 - Move administration needs to that land
 - Additional large RV camping pull-throughs
 - Off leash dog area

Fairgrounds Team

- Park Land acquisition funding
 - Tipping fee increase dedicated to Parks
 - Resch Center excess
 - Parking fees from fairgrounds applied to account
 - Donation emphasis for land
 - Excess funds from yearly under-runs applied to land donation
 - referendum
- Fairgrounds

- Additional land purchase –Feaker Property
- Long-term lease or purchase of DePere property on south end
- DePere waste water treatment plant land addition
- Shoreline enhancement/river walkway
- Carryout master plan for new campground, riverbank shelter and improved multi-use fields
- Lily lake
 - Acquire PLAV property, property to south, the rest of Middle Lake and property around Third lake
 - Trail corridor from Lily Lake to Neshota
 - Install playground
 - Fishing shelter at end of dock
 - Keep park as natural as possible
 - Study of fish populations/aeration
- Neshota Park
 - Land acquisition of property to west (Rentmeester land) and property to east and north
 - Playground
 - Extend ski trail
 - Open air shelter to south of existing
- Way-Morr Park
 - Land acquisition of property to south (not too concerned)
 - Build new shelter on west side of property
 - New bridge over Branch River
- Wrightstown Boat Landing
 - Additional trailer parking
 - Restroom building for park
 - River bank enhancement including walkway
 - Automated boat launch pass machine
- Fonferek Glen
 - Land acquisition of Nub's property and property to north
 - Observation lookout on silo
 - Hiking trail system
 - Improve walkway to waterfall observation area
- Develop Forestry Management program park system wide
- Develop accurate history on all Park properties

Barkhausen Team

General

- Place on existing land or purchase land for outdoor paintball course to generate revenues
- Marketing/publicity of park system
- Land acquisition to increase size of all park lands
- Invasive species control
- Increase staff
- Lily Lake trail system – better/more access
- Pave other trails
- Develop trail connections when planning
- Paved loop for roller blades somewhere rather than straight line back and forth like the FRT is currently
- Expand wildlife viewing opportunities

Barkhausen

- Revamp Ft Howard parking lot
- Develop summer camp program at Barkhausen
- Increase depth of impoundments
- Lineville ditch improved for pike habitat/access to Spawning Marsh
- Ft Howard trail expansion
- South field renovation for pike/waterfowl
- Institute aquaculture program for release of fish in park ponds
- Upgrade LTE position to full-time naturalist
- Extend marsh overlook
- Interpret cultural/historical park features

Suamico Boat Launch

- Increase size of parking lot
- Launch/docking across from Sensiba Lot

State Trail System

- Install center bollards instead of gates
- Pave Mountain Bay
- Pave FRT to Greenleaf

Reforestation Camp Team

General

- Develop revenue generating ideas
- Open air shelters all parks to increase revenues
- Interpretive programs in other parks besides Barkhausen
- Storm water management practices in all parks – rain gardens, etc.
- Picnic areas in all parks
- Protect green space within existing parks –don't develop everything
- Park entrance fee to generate revenues
- Allow no elimination of existing properties

Reforestation Camp

- Acquisition of adjoining properties
- Harden perimeter trails at Camp for snowmobiling and non-mountain bikers
- Picnic area by upper lot
- Affect of zoo operations on Camp operations
- Zoo expansion --overflow parking?
- Archery range at rifle range area
- Wetland trail ala Trout Unlimited trail
- Bike route paved shoulders on IR to Camp
- Cty IR boulevard concept to eliminate ditches and provide safer ped crossing area
- Open air shelter by observation tower
- Campground north of shop building
- Renovation of west side playground with rubberized mulch for maintenance efficiency
- Non-staffed vending building
- Lighted ski trails
- Install permanent covered rest tables/shelters
- Phase II of maintenance shop/storage building
- New entry design to entire facility to charge parking fee during certain time periods

Draft
Administration Departments
Interview Summary

Human Resources Department

Meeting Date: February 4, 2008 (*Updated August, 7, 2009 by Department Head-NO CHANGE*)

Location: Northern Building

Participants: Debbie Klarkowski, Chuck Lamine, Bill Dowell

Discussion Points:

- The Human Resources Department is responsible for administering the employment related policies and procedures of Brown County including fair employment, equal opportunity, provision of a workplace free from harassment, recruitment, selection and orientation of talent into the Brown County organization, training, labor negotiations and administration of labor agreements, compensations and benefits administration, and employee records.
- There are presently 13 full-time equivalent positions in the Human Resources Department.
- There are inefficiencies of having the Occupational Nursing Services located in another building (Sophie Beaumont).
- The Human Resources Department is running "leaner" so vacant office space is available. These offices are presently used for testing.
- The file record storage area is getting cramped. Files go from the basement of the Northern Building to the central storage.
- An increase in the number of Human Resources employees is not anticipated but growth space is available.
- An increase in the overall number of County employees is not anticipated so an increase in Human Resources staffing employees is not anticipated.
- The new ERP financial software system should enable a reduction in Human Resources staff by a .5 full-time equivalent position.
- Online applications further reduce staff administration needs.

Future Tasks:

- Human Resources Department staff will work with Facility Management Department staff to complete an evaluation of records storage needs and future facility needs.

Draft
Administration Departments
Interview Summary

Brown County Treasurer

Meeting Date: 1/07/08 *(Updated August, 7, 2009 by Department Head-NO RESPONSE)*

Location: County Treasurer's Office

Participants: Kerry Blaney, Mary Reinhard, Chuck Lamine, Bill Dowell

Discussion Points:

- The County Treasurer's Office keeps records of all monies appropriated and disbursed regarding: general property taxes and all other monies received by the County, is charged with the safe keeping of all County funds and invests such funds consistent with state statute, and the office maintains assessment rolls, property tax records and is responsible for the collection of property taxes.
- There presently are five full time equivalent positions in the office. During tax collection periods up to six temporary help positions are available.
- The office calculates and prepares tax bills for 24 municipalities.
- The County Treasurer feels that it is good that their office is located on the first floor of the Northern Building.
- The biggest drawback to this location is the lack of parking.
- In recent years the public has had the option to pay their tax bills at banks within Brown County. The option also exists to mail in tax payments. Those who make payments through their mortgage provider have a massive electronic payment made on December 31st.
- During tax collection periods the office maintains nine open drawers for tax collection with December, January and July being the busiest months.
- The availability of Land Record Information on the County website has significantly helped to reduce the amount of walk in traffic.
- The Treasurer's office responsibilities are 20% receipting and 80% collections.
- The New World Accounting Software will provide some additional efficiencies for receipting.
- The County Treasurer feels that the office has adequate space for the department. He did point out that his personal office space is two feet shorter than the rest of the offices of Department heads in the Northern Building. This makes it difficult for him to fit a conference table in his office.
- Staffing levels for the office have been consistent and he does not anticipate change.
- The counter space in the department is adequate.
- Significant interaction exists between the Treasurers Office and the Department of Administration, Register of Deeds and the Planning and Land Services Department which are also located in the Northern Building.

Rough Draft

Brown County Sustainability Plan

November 15, 2009

Table of Contents

1. Introduction
2. Sustainable County Government
 - a. Administration
 - b. Buildings
 - c. Vehicles
 - d. Energy
 - e. Community and Education
3. Sustainable Communities
 - a. Airport
 - b. Libraries
 - c. Parks
 - d. Zoo
4. Implementation
5. Reporting Plan
 - a. Energy Metrics
 - b. Fuel Metrics
 - c. Sustainability Practice Metrics

1

1. Introduction

The widely accepted definition of sustainability is "development that meets the needs of the present without compromising the ability of future generations to meet their own needs." For the past several years, many at Brown County have supported this concept by creating planning guidelines that emphasize sustainability for Brown County communities as well as implementing various sustainable type programs, procedures, and projects at Brown County buildings and properties.

In October of 2004, the Brown County Board of Supervisors, in compliance with the Wisconsin Comprehensive Planning Law, adopted *The Brown County Comprehensive Plan - a Vision for Great Communities*. The focus of this plan is consistent with the sustainability notion of seeking balance between, environmental, economic, and cultural demands for your community. The primary purposes of this plan are to generate goals for attaining a desirable development pattern and to devise strategies and recommendations the County can follow to achieve its desired development pattern. The plan incorporates the 14 local comprehensive planning goals prescribed in state statute and listed below:

1. Promotion of the redevelopment of lands with existing infrastructures and public services and the maintenance and rehabilitation of existing residential, commercial, and industrial areas.
2. Encouragement of neighborhood designs that support a range of transportation choices.
3. Protection of natural areas; including wetlands, wildlife habitats, lakes, woodlands, open spaces, and groundwater resources.
4. Protection of economically productive areas, including farmland and forests.
5. Encouragement of land uses, densities, and regulations that promote efficient development patterns and relatively low municipal, state governmental, and utility costs.
6. Preservation of cultural, historic, and archeological sites.
7. Encouragement of coordination and cooperation among nearby units of government.
8. Building of community identity by revitalizing main streets and enforcing design standards.
9. Providing an adequate supply of affordable housing for individuals of all income levels throughout each community.
10. Providing adequate infrastructure and public services and an adequate supply of developable land to meet existing and future market demand for residential, commercial, and industrial uses.
11. Promoting the expansion or stabilization of the current economic base and the creation of a range of employment opportunities at the state, regional, and local levels.
12. Balancing individual property rights with community interests and goals.
13. Planning and development of land uses that create or preserve varied and unique urban and rural communities.

3

2

14. Providing an integrated, efficient, and economical transportation system that affords mobility, convenience, and safety and that meets the needs of all citizens, including transit-dependent and disabled citizens.

The comprehensive plan includes general goals and objectives and more specific recommendations for implementation by Brown County as well as municipalities located in Brown County.

Brown County has also developed specific Brown County buildings programs including a county wide recycling program which has been in place for a number of years, a personal appliance policy implemented at Brown County buildings to reduce energy consumption, and a green cleaning program that provides a healthier work environment for employees and customers. Sustainable procedures include scheduling maintenance tasks on the day shift when feasible and start up/shut down schedules for HVAC systems both of which insure optimum use of energy for heating, cooling, and lighting of work environments. Energy conservation projects have included: 1) Replacement of aging boiler, chiller, and roof top units for various county buildings with more modern and efficient systems; 2) Installation of more efficient florescent lighting fixtures, LED exit lights, and motion sensors in various county buildings; and 3) Installation of water conservation appliances and fixtures.

Brown County has also recently incorporated green design criteria as a requirement for newly constructed or renovated county buildings. Four building projects were being designed or constructed during 2009 as LEED or green buildings. During 2009, Brown County also implemented a landfill gas to electric facility at the County's east landfill site. The new facility houses two 925 kilowatt generators. The system was designed to produce 1.85 megawatts of green power that is being purchased by Wisconsin Public Service.

Although Brown County's progress toward sustainability has been significant, there has been a concern that our efforts have been disjointed without a strategic road map for the County. Both the County Executive and County Board of Supervisors expressed their desire for the County to move with a more concerted effort and with specific goals and objectives. A number of events occurred in the 4th quarter of 2008 which resulted in the requirement for and commitment to a formal Brown County Sustainability Plan.

Energy Independent Pilot Communities

In October 2008 the State of Wisconsin announced its plan through the Office of Energy Independence to establish Ten Energy Independent Pilot Communities (EI). Each EI Pilot Community will be required to develop a plan to meet the Governor's 25x25 goals for energy independence which are listed below.

1. Generate 25 percent of our electricity and 25 percent of our transportation fuel from renewable fuels by 2025;
2. Capture 10 percent of the market share for the production of renewable energy sources by 2030, bringing \$13.5 billion annually to Wisconsin's economy by 2030; and

4

5

3. Become a national leader in groundbreaking research that will make alternative energies more affordable and available to all – and to turn those discoveries into new, high paying Wisconsin jobs.

The EI Pilot Communities will serve as leaders in the state's efforts to *clean our air and water, create jobs, and save money for our communities* and will provide opportunities for other communities around our state to learn from the experiences of the pilot communities.

Brown County teamed with the Oneida Nation, submitted an application, and was selected as one of the ten Energy Independent Pilot Communities in January 2009. Brown County is required to measure present energy and fuel consumption levels and develop a plan of actions necessary to achieve 25x25 goals. The plan is due by December 2009.

Brown County Resolution

In December 2008, the Brown County Board of Supervisors adopted a resolution which formally commits the County to Sustainability. The resolution declares that Brown County's Board of Supervisors is a partner with the State of Wisconsin in the pursuit of "25x25" goals for energy independence. The resolution authorizes the development of policies, guidelines, goals, strategic actions and their incorporation into a Sustainability Plan for the County.

The plan will insure sustainable stewardship. It will provide healthy work environments for County staff, visitors, and clients and will protect, conserve and enhance the County's resources. The plan will insure that County facilities have minimum environmental impacts by incorporating the use of sustainable and energy efficient materials, renewable resources, alternative energy and fuels, water conservation, and waste reduction. The plan will also incorporate LEED, Energy Star, and other Green Building Criteria in the design, construction, and operation of county building and sustainable fleet management policies and procedures in the operation of county vehicles. The sustainability efforts will yield cost savings to taxpayers by reducing County energy and operating costs and will improve employee productivity by providing cleaner and healthier work environments.

Energy Oversight Committee

In December 2008, the County Executive established an Energy Oversight Committee. The committee was charged with:

1. Looking into different areas where we can reduce our carbon footprint as an organization;
2. Researching alternative energy sources;
3. Exploring areas where we can reduce our energy consumption;
4. Investigating alternative fuel and fuel efficient vehicles for future purchase;
5. Determining how we can become a leader in the areas of energy efficiency and renewable energy;
6. Supporting the governor's goal of obtaining 25% of our energy and fuel needs by 2025 by renewable sources.

5

2. Sustainable County Government

A. Administration

The Administration Sub-Committee supports sustainability plan initiatives through written policy review not covered by other specific sub-committees of the Energy Oversight Committee. Broad overarching initiatives that affect all County Departments will be addressed by this sub-committee. Standardization of equipment and supplies, eco-friendly cleaning processes and supplies, energy conservation techniques and practices and pooling of requirements throughout the County and other local government entities are all areas to be considered.

Areas of interest may not always show initial sustainable benefits but when processes are broken down many benefits begin to become apparent. Benefits may not always have a direct impact to departments but more intangible environmental benefits are also to be considered. The simple process of standardizing common office supplies used by County employees has the potential of reducing costs through volume buying while also reducing the number of deliveries required by vendors thus reducing emissions created by delivery vehicles.

Brown County Goals

Brown County Goals include 1) Review of existing policies and recommend updating with sustainable initiatives as opportunities arise. 2) Evaluate current processes and prioritize initiatives where sustainability efforts will garner the most benefit. 3) Reach out to other local government entities and assist with implementing successful Brown County initiatives into their programs while also benchmarking from their initiatives into Brown County policies and procedures.

Existing Policies

- Appliance Use and Restrictions – Policy FM-4 dated July 1, 2008
- Electronic Equipment and Communications and Data Usage – IS-3 dated March 29, 2007
- Workplace Environment - DRAFT
- Recycling Program – Policy FM-26 DRAFT
- Recycling Procedures – Facility Management Letter dated April 11, 2008
- Purchasing Policy – Policy A-5 dated January 1, 2002
- Use of County Vehicles – Policy FM-2 dated February 28, 2003
- County Vehicle Management – Policy A-12 dated May 1, 2009
- Removal of Brown County Property – Policy A-4 dated January 1, 2002

Areas for Potential Research for Sustainability Initiatives

7

The Committee is composed of sixteen members including Brown County Department Heads that are "high energy users" and others that have ongoing sustainability related missions. Committee membership also includes members from the Brown County Board, Wisconsin Public Service, and the Oneida Tribe. To accomplish the goal of developing a sustainability plan that will meet all County Board and County Executive requirements including the state 25x25 plan the Committee decided to create five subcommittees that would each work on a major component of the plan. The Subcommittees represent the following major components of the plan:

1. Administration
2. Buildings
3. Vehicles
4. Energy
5. Community and Education

The Subcommittees and Full Committee meet monthly to discuss and develop specific goals and actions for implementation of the plan.

The purpose of the "Brown County Sustainability Plan" is to document the following:

- 1) Sustainability goals and objectives identified by the County Board and County Executive.
- 2) Investigations, audits and studies that have been and continue to be conducted by the different Subcommittees.
- 3) Action plans recommended by the Subcommittees that will insure that the County will achieve Sustainability and 25x25 goals.

Once developed and put into action, the Brown County Sustainability Plan will complement and reinforce "The mission of Brown County government" which "is to provide our citizens with a high level of responsible and efficient public services that support the health and well being of our residents".

6

- **Green Cleaning Supplies & Procedures** (Develop a County wide policy covering use of green cleaning products and procedures. Address handling, disposal, hazards, personal protective equipment requirements, etc.)
- **Office Supplies** (Evaluate what supplies are being purchased, what supplies are on hand, if they are made from recycled materials, standardize common items,
- **Printer & Copier Use** (Evaluate number and location of printers and copiers, the actual use on each machine, requirements for color, scanning, faxing, etc.)
- **Fleet Maintenance Policy** (Standardized policy for vehicle maintenance based on vehicle use. This policy may address standard maintenance schedules based on vehicle type and use)
- **Fleet Fuel Policy/Program** (A managed fuel program for pricing discounts in addition to vehicle MPG and use tracking.)

8

5

2. Sustainable County Government

B. Buildings

Sustainable Buildings

Sustainable buildings, also known as green buildings, are structures that are designed, built, renovated, operated, or reused in an ecological and resource-efficient manner. Sustainable buildings are designed to meet certain objectives such as protecting occupant health; improving employee productivity; using energy, water, and other resources more efficiently; and reducing the overall impact to the environment. Although a sustainable building may cost more up front, the total life cycle cost of a sustainable building will be less due to lower annual operating costs. Some benefits, such as improving occupant health, comfort, productivity, reducing pollution and landfill waste are not easily quantified. Consequently, they are not adequately considered in cost analysis.

Sustainable buildings are identified as having specific green characteristics. Some of the more recognized features are those identified by the U.S. Green Building Council's Leadership in Energy & Environmental Design (LEED) certification of new construction show below:

- **Sustainable Sites** (Not developed on previously undeveloped land; minimized impact on ecosystems and waterways; uses regionally appropriate landscaping; allows for transportation choices; controls storm water runoff; and reduces erosion, light pollution, heat island effect and construction-related pollution.)
- **Water Efficiency** (Achieves water savings through more efficient appliances, fixtures and fittings inside and water-wise landscaping outside.)
- **Energy & Atmosphere** (Provides for commissioning; energy use monitoring; efficient design and construction; efficient appliances, systems and lighting; the use of renewable and clean sources of energy.)
- **Materials & Resources** (Provides for the selection of regionally grown, harvested, produced and transported products and materials; promotes the reduction of waste, reuse and recycling.)
- **Indoor Environmental Quality** (Promotes strategies that can improve indoor air as well as providing access to natural daylight and improved acoustics.)
- **Locations & Linkages** (Encourage homes built away from environmentally sensitive places and built in previously developed areas and near already-existing infrastructure, community resources and transit; encourages access to open space for walking, physical activity and time spent outdoors.)
- **Awareness & Education** (Provide homeowners, tenants and building managers with the education and tools they need to understand what makes their home green and how to make the most of those features.)
- **Innovation in Design** (Provides for the use of new and innovative technologies and strategies to improve a building's performance beyond what is required for certification)

9

efficiency while minimizing environmental impacts. Green Globes offers a similar type certification for existing buildings.

Brown County has a number of green process presently being used. These were mentioned in the Introduction and include recycling, green cleaning, appliance use policy, maintenance scheduling policy, low flow water fixtures, lighting controls and HVAC scheduling. It is Brown County's intent to develop a Sustainable Building Program that uses present green processes and policies as a base and adds others as necessary. The Building Subcommittee is charged with finalizing this list. Brown County will need to consolidate existing and new practices and policies into a formal administrative policy, Sustainable Building Policy to insure County Board and County Executive goals for Sustainable Buildings are achieved. It is Brown County intent not to pursue LEED certification for existing buildings at this time. However, Brown County will leave this option open and may reconsider in the future consideration.

Energy Goals

Brown County has committed to achieving the energy goals identified as 25x25 goals. Although the original state goal was 25% renewable electrical energy, we have taken a total energy approach that includes natural gas as well as electricity. Our goal is to insure that by 2025 all of our energy needs are supplied by 25% renewable energy. The Office of Energy Independence has concurred that Counties can include energy efficiency improvements as renewable energy options. Therefore we can replace present energy use with renewable sources or we can reduce energy usage with energy efficiency improvements and achieve the same desired results.

Brown County's goal is to identify and implement projects for both types of reduction. For renewable energy projects, we will consider both large scale energy production sites such as landfill gas and/or wind farm as well as specific building site projects such as solar hot water heating, solar electric, or geothermal heating. For energy efficiency projects, this may include additional insulation, lighting upgrades, and/or more efficient HVAC systems at specific buildings. Although the mix for the three types of improvements may vary by 2025, Brown County has initially established the following goals: 1) 12.5 % of total energy used in 2025 will be provided by large scale renewable energy generation sites; 2) 6.25% of total energy used in 2025 will be provided by building site renewable energy projects, and 3) 6.25% of total energy will be saved by implementing building energy efficiency projects.

Brown County Buildings

At the end of 2008, Brown County's building inventory included 193 total structures which combine for 2.1 million square feet of floor space. The buildings range in age with the historical Courthouse building built in 1908, the Mental Health Center originally constructed in 1934 and expanded in 1965 and the Southwest Library built in 1958 being some of the oldest buildings to the Kress Family Library built in 2003, the New Zoo Graffie House built in 2006, and the Syble Hopp Duplex built in 2007 being some of the newest. The buildings range in size with the 240,000 square feet Brown County Jail and the 222,000 square feet Airport Terminal building being the largest to numerous Golf

The goals for Sustainable buildings can't be achieved unless they work as intended. Building commissioning will insure this. Commissioning includes testing and adjusting the mechanical, electrical, and plumbing systems to ensure that all equipment meets design criteria. It also includes training the Facilities staff on the operation and maintenance of equipment. Commissioning is normally accomplished on new constructions. However, commissioning can also be applied to existing buildings that have never been commissioned. This process, called retro-commissioning, identifies operational and maintenance improvements that can bring the building up to the original design intentions. Over time, building performance can be assured through measurement, adjustment, and upgrading. Proper maintenance ensures that a building continues to perform as designed and commissioned.

Brown County Goals

Brown County goals for Sustainable Buildings are three-fold: 1) Design and construct new or renovated buildings as Sustainable Buildings; 2) Operate and maintain new or existing buildings using sustainable practices, and 3) Contribute toward the State's 25x25 goal by implementing energy efficiency and renewable energy projects. Brown County has committed by resolution to achieve all three goals.

New Construction

Brown County has recently designed new sustainable buildings as LEED Silver buildings. We will continue to design sustainable buildings in the future. However, we are aware that other programs such as Green Globes, administered by the Green Building Initiative as well as the Federal Sustainable Buildings Principles used for the design of new Federal Buildings are available and should be considered along with LEED for future buildings. The resolution passed by the County Board allows this option for both new buildings and renovated buildings. Brown County will need to incorporate this requirement into a formal administrative policy to insure that in the future newly constructed or renovated buildings will be designed with LEED or other green certification programs.

Existing Buildings

Brown County has committed to following sustainable practices both in the construction of new as well as the operation of new and existing buildings. There are a number of sustainable programs for existing buildings. These range from programs such as Green Seal for green purchasing and green cleaning processes or Green Certified Kitchen for kitchen operation to Energy Star for energy efficient appliances, equipment and buildings.

The US Green Building Council also offers a certification process for the operation and maintenance of existing buildings. LEED for Existing Buildings addresses whole-building cleaning and maintenance issues (including chemical use), recycling programs, exterior maintenance programs, and systems upgrades. The LEED for Existing Buildings Rating System helps building owners and operators measure operations, improvements and maintenance on a consistent scale, with the goal of maximizing operational

10

Course, New Zoo, and Parks service buildings with less than 500 square feet being the smallest.

In addition to the existing building inventory, Brown County will complete construction for (4) buildings in 2009. These were mentioned in the Introduction and include the new Community Treatment Center which will replace the old MHC building, a new 911 Communications Center which replaces a leased facility, the Mayan Food Court at the New Zoo, and the Landfill Gas to Electric Generator Building at the East Landfill site. In addition a new Airport Maintenance Equipment building will be constructed in 2010.

Energy Usage

The following chart shows the total number of Brown County buildings, square feet, and annual energy used by major groups. The groups are made up of county departments who manage their own building operations and energy accounts and the Brown County Facility Management group who manages building operations and energy for two major campuses. These are the Court House Square Campus (includes the Courthouse, Law Enforcement Center, Work Release Center, Northern Building, Sophie Beaumont, Aging Resource Center, Museum, and UW Extension) and the Bayview Campus (includes the Jail, MHC, Shelter Care, and the future CTC building). Annual energy usage in shown in kWhrs and therms and is based on an average for the past three years (2006-2008). Total annual electricity used for all County buildings is 21,753,703 kWhrs. Total annual gas used for all County buildings is 1,021,534 therms.

Brown County Building Summary

Depart	No of Bldgs	SQFT	With BC Elec	KWHRS	With BC Gas	THERMS	Therms to KWHrs
AIRPORT	20	320,881	11	5,652,146	6	53595	1570332
FAC MGMT	22	882,303	17	10,208,096	17	672200	19695446
GOLF	14	18,323	4	392,459	2	23024	674613
HIGHWAY	25	208,807	16	445,394	8	84935	2488591
LIBRARIES	9	155,339	7	2462008	7	88031	2579318
NEW ZOO	27	39,320	27	551,847	12	20043	587272
PARKS	60	365,110	35	427,202	9	17544	514038
PORT/SOL WASTE	12	56,616	6	946,174	2.0	24774	725882
SYBLE HOPP SCHOOL	4	68,242	3	668377	2	37388	1095466
TOTAL	193	2,114,941	126	21,753,703	65	1,021,534	29,930,958

5

Sustainable Building Plan

Brown County will design and construct new or renovated buildings to Green design criteria and will take the necessary steps to achieve green certification through the LEED, Green Globe, or other recognized Green certification programs. Brown County will include in these designs energy saving features and/or renewable energy features that will result in a minimum of 25% energy savings when compared to buildings designed to minimum code requirements. Renewable energy features may include geothermal, solar, or wind energy technologies.

Brown County will commission these buildings to insure they are operating to design specifications and will perform the necessary annual maintenance to insure the building systems operate efficiently through out their life cycle. All Sustainable Building policies and procedures will be carried out at the new/renovated buildings.

Existing Building Plan

Brown County's Sustainability Plan for existing building includes implementing Sustainable Building policies and procedures for all county buildings that will result in healthier and more productive work environments; implementing energy efficiency projects resulting from energy audits in specific buildings that will result in 6.25% energy savings; and implementing renewable energy projects at specific buildings which will result in 6.25% reduction in total energy use.

Energy Efficiency

Brown County teamed with Focus on Energy to conduct Energy Audits at (10) major buildings in the first quarter of 2009. Brown County contracted with _____, who will complete Energy Audits at (5) County owned Libraries in the third quarter of 2009. It is our plan to analyze each recommendation and compare costs, energy savings, and payback periods. The recommendations will then be prioritized. High priority projects will be scheduled for implementation in the near term. Low priority projects may or may not be implemented. As part of the energy efficiency plan Brown County has also established a goal of obtaining Energy Star Certification for (15) major buildings over the coming years. Brown County's goal is to implement high energy saving projects and contribute toward the 25x25 energy goal

Energy Projects

Brown County has identified renewable energy projects for specific buildings or properties for 2010 and 2011.

Description	Project Budget	Brown County	FOE & EECBG Construction
Wind Turbine	180000	0	180000
Met Tower	35000	0	35000
Solar Electric	90000	28362	61638
Solar Thermal ^	246825	133845	112980
Geothermal	643625	443625	200000
Energy Efficiency	243625	111125	132500
Total	1439075	716957	722118

Action Plan

1. Complete 911 LEED Certification Process
2. Complete CTC LEED construction and Certification Process
3. Complete Mayan Food Court construction and Green Certification Process
4. Develop New/Renovated Building Design Administrative Policy
5. Complete Sustainable Building List for incorporation into Administration Policy
6. Conduct Feasibility Analysis of Energy Audit Recommendation and develop multi year implementation plan
7. Obtain Budget approval and develop implementation schedule for energy projects

2. Sustainable County Government

C. Vehicles

What are Sustainable Vehicles? Alternative Vehicles?

Brown County Sustainable Vehicles Goals

Vehicle Data

Vehicle Types
Fuel Usage Data
Gasoline
Diesel

Gasoline Vehicle Plan

Diesel Vehicle Plan

Other Sustainable Vehicle Actions

2. Sustainable County Government

D. Energy

Renewable Energy Plan

Brown County currently relies heavily on fossil fuels such as coal, oil, and natural gas for its energy. Fossil fuels are *nonrenewable*, that is, they draw on finite resources that will eventually dwindle, becoming too expensive or too environmentally damaging to retrieve. In contrast, *renewable energy* resources, such as wind and solar energy, are constantly replenished and will never run out.

What is Renewable Energy?

Solar

Sunlight, or solar energy, can be used directly for heating and lighting buildings, for generating electricity, and for hot water heating, solar cooling, and a variety of commercial and industrial uses. A variety of technologies convert sunlight to usable energy for buildings. The most commonly used solar technologies for homes and businesses are solar water heating, passive solar design for space heating and cooling, and solar photovoltaic for electricity.

These technologies can also be used to diversify energy sources, improve efficiency, and save money. Solar photovoltaic and concentrating solar power technologies are also being used to produce electricity on a massive scale to power cities and small towns.

Wind

The sun's heat also drives the winds, whose energy is captured with wind turbines. Wind turbines, like windmills, are mounted on a tower to capture the most energy. At 100 feet or more aboveground, they can take advantage of the faster and less turbulent wind. Turbines catch the wind's energy with their propeller-like blades. Usually, two or three blades are mounted on a shaft to form a *rotor*. Similar to an airplane propeller a pocket of low-pressure air forms on the downwind side of the blade. The low-pressure air pocket then pulls the blade toward it, causing the rotor to turn. This is called *lift*. The force of the lift is actually much stronger than the wind's force against the front side of the blade, which is called *drag*. The combination of

lift and drag causes the rotor to spin like a propeller, and the turning shaft spins a generator to make electricity.

Biomass

Along with the rain and snow, sunlight causes plants to grow. The organic matter that makes up those plants is known as biomass. Biomass can be used to produce electricity, transportation fuels, or chemicals. The use of biomass for any of these purposes is called biomass energy. We have used biomass energy since people began burning wood to cook food and keep warm. Wood is still the largest biomass energy resource today, but other sources of biomass can also be used. These include food crops, grassy and woody plants, residues from agriculture such as manure, and the organic component of municipal and industrial wastes. Even the fumes from landfills (which are methane, a natural gas) can be used as a biomass energy source.

Geothermal

Geothermal energy taps the Earth's internal temperature for a variety of uses, including electric power production, and the heating and cooling of buildings. In many western states hot water or steam reservoirs can be accessed by drilling; geothermal reservoirs located near the earth's surface. In Wisconsin the more common geothermal resource is from shallow ground near the Earth's surface that maintains a relatively constant temperature of 50°-60° F. This relatively consistent temperature can be used to provide heating and cooling for buildings.

Other geothermal resources exist miles beneath the earth's surface in the hot rock and magma. In the future, these resources may also be useful as sources of heat and energy.

Hydropower

Flowing water creates energy that can be captured and turned into electricity. This is called hydroelectric power or hydropower. Hydropower is using water to power machinery or make electricity. The energy of this water cycle, can be tapped to produce electricity or for mechanical tasks like grinding grain. Turbines and generators convert the energy into electricity, which is then fed into the electrical grid to be used in homes, businesses, and by industry. Water is not reduced or used up in the process. Because the water cycle is an endless, constantly recharging system, hydropower is considered a renewable energy.

17

- Installation of distributed energy technologies including combined heat and power and district heating and cooling systems;
- Material conservation programs including source reduction, recycling, and recycled content procurement programs;
- Reduction and capture of greenhouse gas emissions generated by landfills or similar waste-related sources;
- Installation of energy efficient traffic signals and street lighting;
- Installation of renewable energy technologies on government buildings;
- Any other appropriate activity that meets the purposes of the program and is approved by DOE.

Focus on Energy

Focus on Energy works with eligible Wisconsin residents, businesses, and government entities to install cost effective energy efficiency and renewable energy projects. Focus information, resources and financial incentives help to implement projects that otherwise would not be completed, or to complete projects sooner than scheduled. Its efforts help Wisconsin residents, businesses and government entities to manage rising energy costs, promote in-state economic development, protect our environment and control the state's growing demand for electricity and natural gas. Focus on Energy offers a wealth of information, technical assistance, and even financial rewards to help select and install renewable energy solutions.

Non-Residential Renewable Energy Site Assessment Grant

Brown County is eligible for the Non-Residential Renewable Energy Site Assessment Grant. Systems that can be evaluated include: solar electric, solar hot water, and wind. Site assessments are designed to provide site specific information about how renewable energy systems can help meet energy needs. During the site assessment, a renewable energy consultant will visit the property to evaluate the site and answer questions. A written report of the assessment's findings will be provided.

The site assessment will provide the following information:

- A review of the goals of having a renewable energy system
- A basic analysis of energy needs
- An evaluation of the renewable energy resource at the site
- Recommendations for a renewable energy system to meet energy goals

19

Funding Resources

Energy Efficiency Conservation Block Grant

Program Purpose - The Energy Efficiency and Conservation Block Grants (EECBG) Program, funded for the first time by the American Recovery and Reinvestment Act (ARRA) of 2009, represents an effort to deploy the cheapest, cleanest, and most reliable energy technologies we have - energy efficiency and conservation - across the country. The Program, authorized in Title V, Subtitle E of the Energy Independence and Security Act (EISA) and signed into law on December 19, 2007, is modeled after the Community Development Block Grant program administered by the Department of Housing and Urban Development (HUD). It is intended to assist U.S. cities, counties, states, territories, and Indian tribes to develop, promote, implement, and manage energy efficiency and conservation projects and programs designed to:

- Reduce fossil fuel emissions;
- Reduce the total energy use of the eligible entities;
- Improve energy efficiency in the transportation, building, and other appropriate sectors; and
- Create and retain jobs.

The Program empowers local communities to make strategic investments to meet the nation's long-term goals for energy independence and leadership on climate change.

Program Funding - Funding to Brown County from for the EECBG Program under the Recovery Act totals total \$612,000.

Use of Funds - Grants can be used for energy efficiency and conservation programs and projects community wide, as well as renewable energy installations on government buildings. Activities eligible for use of funds include:

- Development of an energy efficiency and conservation strategy;
- Building energy audits and retrofits, including weatherization;
- Financial incentive programs for energy efficiency such as energy savings performance contracting, on-bill financing, and revolving loan funds;
- Transportation programs to conserve energy;
- Building code development, implementation, and inspections;

18

- Estimated output of the renewable energy system, based on the renewable energy resource estimate
- Information on the best place to site the system
- A general cost estimate for the system
- The next steps needed to make the system a reality

The Non-Residential Renewable Energy Site Assessment Grant is a reimbursement grant for 50% of the full cost of completing the assessment for solar electric and solar hot water systems and 100% of the cost of wind system assessments. Reimbursement must be after application for an Implementation Grant and within two years of the date of the site assessment.

Feasibility Study Grant

Brown County is eligible for the Feasibility Study Grant if the proposed renewable energy system will displace electricity or will displace natural gas. Feasibility Study Grants provide financial support for assessing the feasibility of using complex, often large customer-sited renewable energy systems. Feasibility studies for simple solar and wind energy projects are funded through the Focus on Energy renewable site assessment program. Feasibility Study Grants are intended to increase the ability to make informed decisions about using complex renewable energy systems by understanding and solving technical and economic uncertainties.

Examples of projects that could receive support include:

- Assessing the costs and benefits of using renewable energy to meet energy needs.
- Determining which renewable energy technology will best meet the needs of a particular application.
- Determining the appropriate design of a renewable energy system.
- Determining and resolving the technical, economic or regulatory issues that can arise when renewable energy systems are proposed to meet complex energy needs.

A Feasibility Study Grant will cover up to 50 percent of the costs of feasibility study activities, with a maximum grant of \$10,000. Projects should be completed within one year of accepting the grant. Grant recipients can submit interim reports and are required to submit a final report noting progress toward goals and tasks or deliverables. Grant payments will be

20

5

made, based on actual expenditures, upon receipt and acceptance of each report with accompanying invoices.

The Feasibility Study Grant can support the assessment of using any type of commercially available renewable energy system, including:

- Solar electric systems (photovoltaics or PV)
- Solar water heating systems
- Customer-owned wind energy systems
- Biogas digesters or non-residential biomass combustion systems that generate electricity and/or thermal energy

Other renewable energy technologies, as deemed appropriate by Focus on Energy

Wind Electric Implementation Grant

Brown County is eligible for Wind Electric Implementation Grants which provide financial support for the installation of commercially available wind energy systems that produce electricity. On a competitive basis, a maximum grant of \$100,000 is available to provide financial support for the installation of wind electric systems over 20 kW to not more than 100 kW. These grants cannot exceed 35 percent of the system cost. The actual grant award is based on the estimated annual electrical production and total cost of the installed system.

Renewable Energy Development Grant

Brown County is eligible for the Development Grant if the proposed renewable energy system will displace electricity, or if the proposed renewable energy system will displace natural gas. Renewable Energy Development Grants provide financial support for assessing the feasibility and aiding in the development of large customer-sited bioenergy and wind turbine systems. Renewable Energy Development Grants are intended to increase the ability to make informed decisions or aid in developmental activities of using complex renewable energy systems by investigating technical and economic variables related to the project development. The Renewable Energy Development Grants support large projects not eligible for Focus on Energy installation grants.

Examples of projects that could receive support include:

21

Other Eligibility Requirements

1. Collaborations or partnerships with non-eligible entities are allowed, but the grant must be paid to an eligible entity
2. The proposed project must be replacing/saving natural gas or electricity. Projects that improve the efficiency of an existing renewable energy system may be eligible if the project results in additional renewable energy use.
3. Focus on Energy's policy limits awards to no more than \$500,000, for any combination of grant types, to any individual or business during each program year. There is no restriction on the number of contracts an individual or business can receive within the \$500,000 program year limit.

Public/Private Partnerships

Power Purchase Agreements

Local government budgets have been hit particularly hard by the economic downturn. When revenues are lean, county government needs to insulate tight budgets against increasing costs for energy while continuing to deliver needed public services. Tight budgets however, make it difficult to invest in renewable energy capital improvements. Independent solar power producers are partnering with public and commercial enterprises to provide solar PV systems with no-money-down solar Power Purchase Agreement (PPA), where no capital is required by the county. Under this model, independent solar producers arrange financing, develop, own and operate solar PV systems sited on the public or commercial party's property, and in doing so create the opportunity for solar-generated electricity that may be unattainable without such a structure. In return, the public partner purchases the solar power at a rate generally lower and certainly more predictable than utilities provide for a term of twenty years or longer. The county can lower costs, save taxpayer's money, and direct resources to our core missions.

Under the terms of a PPA, the private company:

- Assumes the risks and responsibilities of ownership

23

- Assessing the costs and benefits of using a large bioenergy or wind turbine systems to meet the energy needs of a community or a commercial building campus
- Determining the appropriate design of a large bioenergy or wind turbine system
- Determining and resolving resource potential, technical feasibility, economic viability, or regulatory compliance issues that can arise when large bioenergy or wind turbine systems are proposed to meet complex energy needs
- Performing large bioenergy system air pollution studies for permitting
- Assisting in the financing of large wind or bioenergy systems

Renewable Energy Development Grants *will not support* the purchase of renewable energy equipment, or the costs of product research and development.

A Renewable Energy Development Grant will cover up to half the costs of renewable energy development activities, with a maximum grant of \$50,000. Projects should be completed within one year of accepting the grant.

The Renewable Energy Development Grant can support the assessment of using the following commercially available renewable energy systems:

- Biogas digesters with a capacity greater than 500 kW and/or producing greater than 750,000 therms per year
- Non-residential biomass combustion systems that generate thermal energy, producing greater than 750,000 therms per year, and/or electricity with a capacity greater than 500 kW
- Commercial or community wind turbine projects with a capacity greater than 100 kW to 15 MW

The proposed project must be replacing/saving natural gas or electricity.

A grant from Focus on Energy will cover up to half the costs of the Renewable Energy Development project. Matching contributions may come from funds, equipment, resources, etc., or *in-kind contributions*, which are products and services provided without a cash transfer. For example, if you put in 100 hours toward the project, and the value of your time is \$50 per hour, then the value of your *in-kind labor* is \$5,000. In-kind contributions can be included as part of the budget for determining the total cost of the project

22

- Maintain the solar panels, provide preventative maintenance services, and repair any faults
- Monitor the energy production and the system's health and well-being
- Benefits from renewable energy tax credits that the county is not eligible for
- Benefits from having a long term customer and partner

Brown County avoids the challenges and responsibility of owning the renewable energy facility.

At the end of the PPA term, the facility can be purchased by Brown County at fair market value, or the PPA can be renewed on favorable terms. The PPA enables Brown County to benefit from the use of "green" energy, while still receiving some of the benefits of ownership (lower and/or "hedged" electricity costs, positive public image, etc.) and allows Brown County to focus on our core services.

The potential exist to locate solar facilities on the roofs of existing Brown County facilities or on vacant under utilized properties such as Renard Island. Public-private partnerships using the PPA model can help Brown County to begin to achieve environmental goals right now as well as in the long term.

Intergovernmental Partnerships

Local Government

Other local government entities such as the Tribal Nations, Cities, Villages, Towns, and School Districts are facing similar economic and environmental challenges to provide for their energy needs. Opportunities exist to form partnerships and pool resources to improve the cost effectiveness and reduce the risk of renewable energy practices. Additionally lessons learned can and must be shared to enable the implementation of the best solutions to provide energy for local government.

Research and Educational Institutions and Agencies

Brown County is fortunate to be home to several institutions of higher learning that may be of assistance in promoting and implementing renewable energy solutions.

The University of Wisconsin - Green Bay (UWGB)

24

5

UW-Green Bay earned early recognition and national acclaim by Harper's Magazine and other national venues as "Eco U" much because of its multidisciplinary approach to solving problems, including those of the environmental nature. The University's has a solid reputation as a campus that impressed sustainable practices on campus and its community long before "green" became trendy. The university boasts educational programs with majors in Environmental Studies and Environmental Policy and Planning as well as a Masters Degree program in Environmental Science and Policy. The University is also addressing energy issues for their campus and has created a Sustainability Committee. UW-Green Bay is striving to become a national leader in sustainability. In 2007, the University became one of the first 100 college and university campuses to sign the American College and University Presidents Climate Commitment. As a signatory, UW-Green Bay is committed to becoming a climate neutral campus. In 2006 Governor Doyle appointed UW-Green Bay one of four UW campuses to become energy independent by the year 2012.

UWGB Environmental Management and Business Institute

On August 26, 2008 the University of Wisconsin - Green Bay established the Environmental Management and Business Institute (EMBI). The development of the EMBI is a major step toward strengthening the University of Wisconsin-Green Bay's leadership position in the promotion of environmental awareness and eco-friendly initiatives. The establishment of the EMBI is a step in the evolution of UW-Green Bay's historic mission of studying environmental issues and developing solutions to problems; solutions that recognize the critical interconnections between science, policy and business, and the social contexts within which they occur.

The EMBI will strive to work with public- and private-sector partners throughout the New North region to make the region synonymous with sustainability and environmental leadership. Helping businesses develop opportunities to reduce their environmental impact while increasing profitability is good for business. Today's public view has evolved to where "good business" is not only profitable, but is also recognized for good stewardship of the environment.

25

notifies the applicant regarding the status of the application. If the application is incomplete, additional information will be requested.

5. Determine if Distribution Study is Needed

After the application is considered complete, WPS will determine if a distribution study is needed. This study is to assess the level of impact the system will have once connected to the WPS grid.

If the study is required, the applicant is notified with the cost of that study. Upon written authorization to proceed, and payment of the applicable fee, WPS will complete the distribution study.

6. Discuss Distribution Study and Review Interconnection Options & Costs

Once the study is complete, WPS will contact the applicant to discuss all of the options available — along with their associated costs — and the project timeline for the interconnection of your parallel generation system.

7. Installation of parallel generation and Distribution System Upgrades

The applicant will need to install generating equipment within a mutually agreed upon timeframe. After receipt of payment for the agreed-upon interconnection costs, WPS will perform all work needed to upgrade their distribution system to accommodate the parallel generation system.

8. System Testing

When the installation of system is complete, WPS must be notified and given the opportunity to witness or verify the system testing. This could include:

- Witnessing commissioning tests;
- Performing anti-islanding tests; or
- Verifying the protective equipment settings

9. Interconnection Agreement

Before parallel operation can begin, a Standard Interconnection Agreement will need to be completed and signed by the applicant and Wisconsin Public Service.

27

With the campus nearing its 40-year milestone, the EMBI will provide a focal point for learning and research across UW-Green Bay's academic programs with regard to local, regional and global environmental problems.

Northeast Wisconsin Technical College (NWTC)

The Northeast Wisconsin Technical College has developed educational programs in the areas of Renewable Energy and Sustainability. Opportunities exist to partner on renewable energy projects incorporating an educational and training perspective.

Partnerships with Utilities

WPS Interconnection

Customers of Wisconsin Public Service (WPS) such as Brown County have the option to install their own on-site electricity generating systems, such as wind turbines, solar photovoltaic systems or biogas systems, and connect them to the Wisconsin Public Service distribution system. This process is called "interconnection." WPS has processes to interconnect a parallel generation system to the WPS electric distribution system 20 Kw or less and greater than 20 Kw. The process involves the following steps:

1. **Select Parallel Generation Rate Preference**
 - No Purchase by WPS
 - Purchase by WPS
2. **Review and Understand the Rules and Requirements**
 - WPS Parallel Generation Rules
 - WPS Interconnection Technical Requirements
 - Wisconsin Administration Code Rules (PSC-119)
 - Wisconsin Distributed Generation Interconnection Guidelines
3. **Complete the Interconnection Application**

Complete and submit the Wisconsin Public Service Commission Standard Application Form to WPS with the applicable review fee as described in PSC-119.

4. Application Review

The application is reviewed by WPS to determine if it contains all of the information required to begin the interconnection process. WPS then

26

WPS NatureWise Renewable Energy Program

WPS NatureWise is an alternative way for Brown County to purchase environmentally friendly electricity. Rather than purchasing non-renewable electricity from coal, natural gas or other means, NatureWise enable Brown County to purchase electricity generated from a blend of wind and biomass (gases produced naturally from landfills and farm animal waste). This cleanly produced green electricity is then purchased from the WPS power grid. WPS offers energy purchased through the NatureWise program at a rate higher than the traditional energy sources.

Brown County Renewable Energy Projects

Buildings

11 KW Solar Electric System at the Interpretive Center of the Barkhausen County Park

Project Description -The proposed project is to purchase and install an 11 KW Solar Electric System at the Interpretive Center of the Barkhausen County Park which is located at 2024 Lakeview Drive in Suamico. The system will be roof mounted and will provide approximately 50% of the electrical power used at the center.

Funding- Wisconsin Focus on Energy offers financial incentives to help Wisconsin customers take advantage of clean, green, renewable energy. Based on Focus on Energy formulas, Brown County has calculated the FOE incentive for this project to be \$27,638. Brown County is proposing that \$40,375 in EECBG funds be leveraged with the \$27,638 from FOE and \$28,362 from Brown County Capital Bond to fund this project. Additionally Brown County will contribute to the project through administrative and project management duties.

Project Action Items - Required actions include:

1. Developing and submitting Brown County budget request documents.
2. Working with local governmental agencies regarding permitting, the local utility company regarding connecting to the grid, and FOE regarding the grant process.
3. Developing final design and specifications.
4. Bidding the project, evaluating bids, and selecting the contractor.

28

5

5. Managing the construction and installation process, connecting to the grid, and commissioning the system.
6. Applying for grants.
7. Evaluating system performance.
8. Posting project data on dedicated Brown County web page.

Metrics - Based upon an analysis performed by utilizing the Dept. of Energy's EECBG Estimated Benefits Calculator, the proposed 11KW Solar Electric System would create 1 new job, save 202 million source BTU's per year and reduce greenhouse gases (CO2 Equivalents) by 16 metric tons per year. In addition Brown County will measure and collect return on investment data to determine the point at which the project begins a positive return. This data will be used to evaluate the potential for future PV projects on other Brown County properties. The data will be available for other private and public entities to review and make more informed decisions regarding potential Solar PV projects on their property as well.

Outreach/Education Efforts - In order to successfully implement renewable energy projects, it will be incumbent upon Brown County to engage the public, local unit of governments, and nearby property owners. Brown County staff will attend public meetings as required, obtain permits when necessary, and provide information related to EECBG projects on a dedicated web page. Transparency of funding and project progress is critical to the overall success of the effort and EECBG program.

Geothermal Heating and Cooling System for a New Brown County Sheriff Department Building

Project Description - The proposed project is to purchase and install a geothermal heating and cooling system to service the office areas of the new 45,000 square foot Sheriff Department Building. The system will consist of water source heat pumps, interior water piping loop, twenty five 300 foot vertical wells containing heat transfer piping, and building controls.

Funding - Brown County is proposing that \$206,375 in EECBG funds be leveraged with \$443,625 from Brown County's Capital Bond Program to fund this project. Additionally Brown County will contribute to the project through administrative and project management duties.

Action Items - Required actions include:

1. Developing and submitting Brown County budget request documents.

29

Libraries - Recommendations from both audits will be analyzed for savings and cost and prioritized for implementation.

Funds Leveraged - Wisconsin Focus on Energy offers financial incentives to help Wisconsin customers take advantage energy efficiency opportunities. Based on Focus on Energy documents and previous project history, Brown County has estimated the FOE incentive for this project to be \$50,000. Brown County is proposing that \$88,875 in EECBG funds be leveraged with the \$50,000 from FOE and \$111,125 from Brown County Operating Budgets to fund this project. Additionally Brown County will contribute to the project through administrative, planning, procurement, and installation labor.

Action Items - Required actions include:

1. Analyzing, costing, and prioritizing audit recommendations.
2. Developing and submitting Brown County budget request documents.
3. Working with FOE regarding the grant process.
4. Developing project work plans and schedules.
5. Ordering Parts and Materials.
6. Implementing/Installing improvements
7. Applying for grants.
8. Evaluating energy use statistics after project implementation.
9. Posting project data on dedicated Brown County web page.

Metrics - Based upon an analysis performed by utilizing the Dept. of Energy's EECBG Estimated Benefits Calculator, the proposed building energy efficiency project will generate 3 new jobs, save 5241 million source BTU's per year and reduce greenhouse gases (CO2 Equivalents) by 407 metric tons per year. In addition Brown County will measure and collect ROI data to determine the point at which the project begins a positive return. This data will be used to evaluate the potential for future energy efficiency projects on other Brown County properties. The data will be available for other private and public entities to review and make more informed decisions regarding potential efficiency improvements on their property.

Outreach/Education Efforts - To engage the public in energy efficiency projects, Brown County staff will attend public meetings when necessary and provide information related to EECBG projects on a dedicated web page. Transparency of funding and project progress is critical to the overall success of the effort and EECBG program.

31

2. Working with local governmental agencies regarding permitting.
3. Selecting an Architect and Engineering firm to develop the final design and specifications.
4. Selecting a Construction Manager.
5. Bidding the project, evaluating bids, and selecting subcontractors.
6. Overseeing the construction and installation process and building commissioning.
7. Applying for grants.
8. Evaluating system performance.
9. Posting project data on dedicated Brown County web page.

Metrics - Based upon an analysis performed by utilizing the Dept. of Energy's EECBG Estimated Benefits Calculator, the proposed geothermal system would create 7 new jobs, save 828 million source BTU's per year and reduce greenhouse gases (CO2 Equivalents) by 64 metric tons per year.

In addition Brown County will measure and collect ROI data to determine the point at which the project begins a positive return. This data will be used to evaluate the potential for future PV projects on other Brown County properties. The data will be available for other private and public entities to review and make more informed decisions regarding potential geothermal projects on their property as well.

Outreach/Education Efforts - In order to successfully implement renewable energy projects, it will be incumbent upon Brown County to engage the public, local unit of governments, and nearby property owners. Brown County staff will attend public meetings as required, obtain permits when necessary, and provide information related to EECBG projects on a dedicated web page. Transparency of funding and project progress is critical to the overall success of the effort and EECBG program.

Building Energy Efficiency Projects

Project Description - The proposed project is to implement building energy efficiency projects identified from building energy audits. In the first quarter 2009, Wisconsin Focus on Energy performed energy audits at (10) of Brown County's high energy use buildings. In addition an energy audit firm is under contract to conduct energy audits at (5) Brown County Library buildings. From the FOE audits 165 potential energy saving ideas were identified. It is anticipated that equivalent energy saving ideas will be identified for the

30

Solar Hot Water Systems for three separate Facilities - the Brown County Jail, the new Sheriff Department Building, and the Shelter Care Facility

Project Description - The proposed project is to purchase and install Solar Hot Water Systems for three separate Facilities - the Brown County Jail, the new Sheriff Department Building, and the Shelter Care Facility. The system will include (48) 4' x 8' roof mounted panels providing approximately 20% of the domestic hot water needs at the jail, (3) 4' x 10' roof mounted panels providing 100% of the domestic hot water needs at the new Sheriff Department Building and (1) 4' x 8' roof mounted panel providing 100% of domestic hot water needs at the Shelter Care Facility.

Funding - Wisconsin Focus on Energy offers financial incentives to help Wisconsin customers take advantage of clean, green, renewable energy. Based on Focus on Energy formulas, Brown County has calculated the FOE incentive for this project to be \$57,980. Brown County is proposing that \$61,375 in EECBG funds be leveraged with the \$57,980 from FOE and \$133,845 from Brown County Capital Bond to fund this project. Additionally Brown County will contribute to the project through administrative and project management duties.

Action Items - Required actions include:

1. Developing and submitting Brown County budget request documents.
2. Working with local governmental agencies regarding permitting and FOE regarding the grant process.
3. Developing final design and specifications.
4. Bidding the project, evaluating bids, and selecting the contractor.
5. Managing the construction and installation process and commissioning the installations.
6. Applying for grants.
7. Evaluating system performances.
8. Posting project data on dedicated Brown County web page.

Metrics - Based upon an analysis performed by utilizing the Dept. of Energy's EECBG Estimated Benefits Calculator, the proposed (52) Panel, Solar Hot Water Systems would create 3 new jobs, save 2252 million source BTU's per year and reduce greenhouse gases (CO2 Equivalents) by 175 metric tons per year.

32

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In addition Brown County will measure and collect ROI data to determine the point at which the project begins a positive return. This data will be used to evaluate the potential for future Solar Thermal projects on other Brown County properties. The data will be available for other private and public entities to review and make more informed decisions regarding potential solar energy projects on their property as well.

Outreach/Education Efforts - In order to successfully implement renewable energy projects, it will be incumbent upon Brown County to engage the public, local unit of governments, and nearby property owners. Brown County staff will attend public meetings as required, obtain permits when necessary, and provide information related to EECBG projects on a dedicated web page. Transparency of funding and project progress is critical to the overall success of the effort and EECBG program.

Generation Sites

1.8 Mw Landfill Gas to Electric Facility at the Closed East Brown County Landfill

Project Description - In March of 2009 Brown County started up a 1.8 Mw landfill gas to electric facility at the closed east Brown County landfill located in the Town of Ledgeview. The Gas-to-Energy Facility produces electricity from methane produced and collected from wastes disposed of in the landfill. It has the capacity to produce 1.8 Mega-Watts of green power, enough to supply about -1200 homes for their energy needs.

Funding - The Brown County Port and Solid Waste Department used funds of \$3,831,000 of internal funds for capital outlay and start up of the landfill gas to energy facility. These funds were used to contract for design engineering services, for construction services, for operations services and for funds to purchase and install a two turbine generator sets to generate 1.8 Mw / 12.8 Million Kw hrs of electricity. Additionally, Brown County will contribute to the project through additional administrative staff time.

Action Items - Completed action items include:

1. Working with a consultant to assess the methane energy resource at the East landfill site.
2. Contacting the local utility regarding interconnect issues and governmental agencies regarding permitting.

33

Project Description - The proposed project is to contract with a private vendor to purchase, install, and interconnect a 75Kw wind turbine on a non-cell area of the closed East Brown County Landfill. The site currently has a landfill gas to energy turbine located on the property. The proposed wind turbine would compliment the energy production from the landfill gas and help reduce the electricity expenses paid by the Brown County Port and Solid Waste Department to run the equipment necessary for the landfill gas to energy turbines.

Funding - Brown County is proposing to work closely with Wisconsin Focus on Energy (FOE) to initially assess the wind resource on the site and then, if the project is feasible, leverage \$35,000 in FOE implementation grant funds with \$145,000 in EECBG funds to purchase and install a FOE-approved 75KW wind turbine. Additionally, it is likely that Brown County will contribute to the project through additional administrative staff time for RFP preparation, vendor selection, permitting, and potentially site preparation.

Action Items: Primary action items include:

7. Working with FOE to assess the wind energy resource at the proposed site.
8. Provided the wind resource is adequate, applying for a FOE wind energy implementation grant.
9. Contacting the local utility regarding interconnect issues and governmental agencies regarding permitting.
10. Sending out a request for proposals utilizing Brown County's Purchasing Department under the county's standard requisition process.
11. Purchasing selected wind turbine, tower, and installation.
12. Working with the local utility and selected vendor to install the turbine and tower and interconnection.
13. Evaluate performance of turbine, maintain Return on Investment (ROI) data, and post results on dedicated Brown County web page.

IV. Metrics: Based upon an analysis performed by utilizing the Dept. of Energy's EECBG Estimated Benefits Calculator, the proposed 75KW wind turbine would create/retain 3 new jobs, generate 2,483 million source Btu per year and reduce greenhouse gases (CO2 Equivalents) by 193 metric tons per year.

35

3. Sending out a request for proposals utilizing Brown County's Purchasing Department under the county's standard requisition process.
4. Purchasing selected turbines and installation.
5. Upgrading the landfill's gas collection system to collect the gas and to exclude atmospheric air intrusion into the system.
6. Working with the local utility and selected vendor to install the turbine interconnection.

Ongoing Action items include:

1. Evaluate performance of turbine, maintain Return on Investment (ROI) data, and post results on dedicated Brown County web page.

Metrics - Based upon an analysis performed by utilizing the Dept. of Energy's EECBG Estimated Benefits Calculator, the 1.8 Mw landfill gas to energy project will create/retain 41 new jobs, generate 105,902 million source Btu per year, reduce greenhouse gases (CO2 Equivalents) by 54,771 metric tons per year, and reduce and capture 103,017,600 cubic feet of methane and greenhouse gas emissions per year.

In addition to metric data required by DOE, Brown County will measure and collect ROI data to determine the point at which the project begins a positive return. This data will be used to evaluate the potential for future landfill gas to energy projects on other Brown County properties. The data will be available for other private and public entities to review and make more informed decisions regarding potential landfill gas to energy projects on their property as well.

Outreach/Education Efforts - In order to successfully implement a landfill gas to energy facility, it will be incumbent upon Brown County to engage the public, local unit of government, and nearby property owners to build and maintain support for the effort. In April of 2009, Brown County staff hosted a ribbon cutting / grand opening celebration for the new facility. Brown County staff will attend public meetings to provide information related to this project. Information regarding this project will be available on a dedicated web page. Transparency of funding and project progress is critical to the overall success of the effort.

75Kw Wind Turbine at the Closed East Brown County Landfill

34

In addition to metric data required by DOE, Brown County will measure and collect ROI data to determine the point at which the project begins a positive return. This data will be used to evaluate the potential for future wind energy projects on other Brown County properties. The data will be available for other private and public entities to review and make more informed decisions regarding potential wind energy projects on their property as well.

Outreach/Education Efforts - In order to successfully implement a small wind energy facility, it will be incumbent upon Brown County to engage the public, local unit of government, and nearby property owners to build support for the effort. Brown County staff will attend public meetings as required to obtain the necessary permits for the project, as well as provide information related to this and all other EECBG projects on a dedicated web page. Transparency of funding and project progress is critical to the overall success of the effort and EECBG program.

60 Meter Meteorological(MET) Tower to Assess the Wind Energy Potential of Approximately 1,500 Acres of Land Brown County Owns in the Southwestern Part of the County

Project Description - The proposed project is to contract with a private vendor to purchase and install a 60 meter meteorological(MET) tower to assess the wind energy potential of approximately 1,500 acres of land Brown County owns in the southwestern part of the county. The data from the MET tower would be analyzed over one year in conjunction with Wisconsin Focus on Energy (FOE) to determine the actual wind energy resource. If the resource is found to be adequate, Brown County is interested in working with public and/or private partners to develop a large wind energy project. Purchasing and installing a MET tower with EECBG funds would be the first step in this process.

Funding - Brown County will contribute in-kind staff time following purchase and installation to record wind speed, direction, temperature, etc. readings over the year-long time and provide the data to FOE for their records and information. Brown County will also contribute to the project through additional administrative staff time for MET tower RFP preparation, vendor selection, and permitting.

Action Items - Primary action items include:

36

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1. Sending out a request for proposals utilizing Brown County's Purchasing Department under the county's standard requisition process.
2. Contacting FOE for their technical expertise.
3. Purchasing and installing the MET tower in a location agreeable to FOE.
4. Record and analyze data from the tower over a year-long period to determine potential for a large wind turbine project.
5. Maintain an online record of recorded data for the public and other parties interested in wind energy to utilize as a resource in evaluating their own large or small wind projects in the southwestern Brown County area.

Metrics - Based upon an analysis performed by utilizing the Dept. of Energy's EECBG Estimated Benefits Calculator, the proposed MET tower purchase and installation would create 0.49 new jobs.

In addition to metric data required by DOE, Brown County will measure and collect data from the MET tower over a year-long period. The data will be available for other private and public entities to review and make more informed decisions regarding potential wind energy projects on their property as well.

Outreach/Education Efforts - Brown County will post all resultant data from the MET tower, as well as all other EECBG funded projects to a web page for public review and consideration. Additionally, Brown County staff will attend public meetings as required to obtain the necessary permits for the project. Transparency of funding and project progress is critical to the overall success of the effort and EECBG program.

Brown County Renewable Energy System Strategies

- o Ownership
 - Brown County as Owner
 - Third Party Owner
- o Energy Use
 - Generate and Use
 - Generate and Sale

37

2. Sustainable County Government

E. Community and Education

Introduction

A component of the grant is providing education to Brown County employees as well as county residents on energy conservation and sustainability practices. A number of actions have been identified by the Community and Education Committee. The first action completed was to give identity to the project.

Branding of "Turning Brown County Green" Initiative

The 25 x 25 Energy Oversight Committee in cooperation with the Brown County Executive agreed on a tagline for the 25 x 25 Energy Independence initiative "Turning Brown County Green." It was determined by the Brown County Energy Oversight Committee a logo should be developed to give identity to the project. Students enrolled in a graphic design class at Northeast Wisconsin Technical College were asked as part of a class project to develop a logo to accompany this tagline. Designs were reviewed by the Energy Oversight Committee.

Twelve students submitted designs. Michelle Bonlander of Denmark, WI designed the logo that was selected for use with this project (please see below). This design successfully incorporated the tagline. The design and tagline are being used to promote the 25 x 25 energy independence initiative. A number of county employees have incorporated the logo into their email contact information.



Community and Education Goals

Goals and Objectives were identified in the 2009 Energy Independence Community 25 x 25 Plan Grant. These goals and objectives are being used by the Community and Education Plan Subcommittee.

By the year 2025, the government of Brown County, Wisconsin, will become 25% energy independent in accordance with Wisconsin's "Declaration of Energy Independence" 25 x 25 plan.

Objective 4: During the next 24 months, Brown County will educate and train internal government staff and officials to create an integrated approach to community sustainability.

39

Action Plan

- o Landfill
 - Methane gas to electricity
 - Waste transformation to energy
 - Sorted waste stream materials to energy
 - Garbage waste to energy.
- o Wind
 - Small wind projects for County facilities.
 - Large wind projects on County property

38

Objective 5: On a continual basis, Brown County will communicate and promote our 25 x 25 commitment and efforts to our community and citizens to encompass all Brown County entities.

Objective 6: On a continual basis, Brown County will track, record, measure, and report progress and results of our energy independence efforts.

Community and Education Plan

A Community and Education Plan subcommittee was convened and is staffed by county employees. Serving on this subcommittee are the following individuals:

Bill Hafs, Brown County Land Conservation Department
 Molly Hillman, Brown County Department of Administration
 Judy Knudsen, Brown County UW-Extension
 Chuck Lamine, Brown County Planning Department
 Lynn Stainbrook, Brown County Library

The committee has met on a regular basis. Time has been devoted to brainstorming various strategies and educational efforts. The subcommittee also met with two representatives from Foth, a Green Bay based consulting firm to discuss expanding the initiative beyond energy conservation to focus on the larger picture of sustainability.

Website

One of the first tasks undertaken by the committee was the design and development of a website. The purpose of the website is to communicate related efforts of the initiative and provide information on strategies county employees and county residents can implement to conserve energy and become more sustainable. Sections of the website include:

- General Information
- Brownfield Development
- Energy Oversight Committee
- Sustainable Resources
- News

Additional work needs to be done to the website to provide on-going information.

Action Steps Identified

- 1) Identify DVDS, videos and other visual resources on energy conservation and sustainability that can be put on the website.
- 2) Include links to Focus on Energy and energy conservation tax credits available.
- 3) Include calendar of energy conservation and sustainability related programs offered by Brown County Departments.

Evaluation

Maintain counter on website to determine number of hits.

40

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Educational Offerings

A number of educational efforts will be developed for Brown County employees and county residents using a variety of techniques to disseminate information and education.

Actions Steps Identified

- 1) Brochures will be developed for distribution at various county buildings. These brochures will provide information on energy conservation and sustainability strategies that can be implemented for minimal cost. This brochure will also be placed on the website mentioned previously.
- 2) Ask county employees to complete an on-line survey to determine interest in participating in educational offerings as well as topics they would be interested in attending. Workshops and seminars will be then be developed and promoted.
- 3) Offer educational session to Brown County residents. Possible workshops to be held in winter 2009-2010 include sustainable landscaping and building rain barrels. In addition, explore possibility with Wisconsin Public Service Corporation to offer workshops to county employees and county residents on home weatherization.
- 4) Contact Wisconsin Public Service Corporation to determine if home weatherization kits would be available to distribute to county employees.
- 5) Develop educational display that can be used at county events focusing on either energy conservation or sustainability.
- 6) Utilize display area in Northern Building entrance to draw attention to energy conservation and sustainability.
- 7) Continue to provide tips on energy conservation and sustainability for the county intra-net site.
- 8) Contact De Pere Seeds group to determine if they would be willing to conduct a *Natural Steps* study circle(s) at a county facility for easy access.
- 9) Promote demonstration projects i.e. rain garden at the Ag & Extension Service Center that utilize energy conservation or sustainable practices.
- 10) Work with county employees to change practices that consume unnecessary energy i.e. remove lamps for work areas, two sided copying, turn off lights when leave work area.

Evaluation

Conduct pre- post-evaluations with individuals participating in educational sessions. Determine how home weatherization kits were used by individuals who received them. Conduct evaluation of practices changed by county employees.

Media

There are a number of media outlets in Brown County that can be used to distribute information on energy conservation and sustainability.

Action Steps Include

- 1) Contact the Green Bay Press Gazette in fall 2009 to write an article on energy conservation practices being implemented by Brown County.

41

3. Sustainable Communities

A. Austin Straubel International Airport

Sustainability

The airport has been serving air travelers of northeastern Wisconsin for the past 61 years. The program targets both sustainability practices already available, and continues to investigate emerging practices which may improve sustainability in the future. Sustainability practices include economic, environmental and social concerns.

Economic

Economic sustainability practices include the use of "local" vendors, determining the economic benefit of sustainable practices and incentivizing sustainable behavior.

- Work with airlines to demonstrate financial benefits to utilizing available aircraft support equipment (ground power and pre-conditioned air).

Environmental

Environmental practices commonly utilized at airports include water quality, water conservation, energy, biodiversity, environmentally sustainable materials, waste and "green" buildings.

- Water quality is measured regularly as it enters and leaves airport property.
- Use of lower biochemical oxygen demand (BOD) de-icing materials.
- Collect and treat aircraft de-icing glycol.
- Automatic flush valves and faucet sensors in restrooms to reduce water consumption.
- Reduce paper towel use in restrooms with hand dryers.
- Utilize paper products with recycled materials.
- Convert runway, taxiway and directional signage lighting systems to the most energy efficient fixtures.
- Automatic lights/system based on ambient lighting and occupancy.
- Automatic heating, ventilation and air conditioning (HVAC) controls, carbon dioxide monitors to reduce unnecessary HVAC, upgrade remaining air handling units with variable speed drives.
- Reduce vehicle idle time.
- Re-use construction materials when possible to reduce waste.
- Airport recycling of cardboard, paper, aluminum, scrap metal and used oil.

43

- 2) Work with local cable access channel to determine interest in using DVD's and videos on energy conservation and sustainability either developed or used by county departments.

- 3) Explore possibility of working with Wisconsin Public Television of doing one or more segments on energy conservation and sustainability for broadcast state-wide. Explore opportunities for possible grant funds to implement this project.

Special Events

A number of opportunities will be available to show energy conservation and sustainable practices.

Action Steps

- 1) Co-host in cooperation with Brown County Facilities a tour of Brown County Community Treatment Center. Highlight LEED practices used in the construction of this facility.
- 2) Explore opportunity to distribute pre-made rain barrels in cooperation with Sustain Dane County.

42

- "Green" buildings such as the new Snow Removal Equipment (SRE) facility and Aircraft Rescue and Fire Fighting (ARFF) building, will be constructed and operated to reduce waste, decrease water use, save energy and reduce maintenance costs.
- Biodiversity represents the conflict of wildlife preservation and aircraft safety. Habitat mitigation reduces the potential for "wildlife strikes" on or near the airport through a wildlife hazard management plan, a wetland mitigation program, vegetation management and a contract with the U. S. Department of Agriculture.

Social

Social sustainability and the airport's relationship with the community is extremely important. Airport social concerns include public awareness, education, employee practices and procedures, lessee relationships, indoor environmental quality, as well as passenger well-being.

- Maximize the use of sunlight, thermal pane glass to reduce noise and improve thermal comfort.
- A computerized HVAC system which automatically adjusts for demand, based on outdoor air temperature.
- Continuous monitoring of re-circulated air quality.
- Improve customer satisfaction through the availability of quiet work areas, Wi-fi Internet access; children play areas, and a pet exercise area.

Utilize "green" cleaning products and schedule maintenance efficiently throughout the day in an effort

44

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3. Sustainable Communities

B. Library Sustainability Plan

Introduction

The Brown County Library community consists of nine branches and a bookmobile to serve the 245,000 residents of Brown County. With a half million books and media in its collection and 3,000 program events annually, the Brown County Libraries are popular places. Over 1.4 million visits are made to a Brown County Library every year. In addition, 120,000 people attend one or more program events as part of the Library's educational mission. The 500,000 items owned by the Library are checked out 2.3 million times annually for a recycling rate of 4.6 uses per book, DVD, or CD. Since the first library in Brown County was founded in 1889, the Library may qualify as the first governmental unit in the county to 'recycle' materials.

Buildings

The Brown County Library has nine Library Buildings. Six of the Libraries are concentrated in the dense population in and around Green Bay. Three Libraries serve the parameter areas of Brown County – Denmark, Wrightstown, and Pulaski. These three Libraries, along with the East Green Bay Library, are rented spaces. Each has a slightly different purveyance. Denmark Library is a combination high school and public library, housed in the Denmark High School. Wrightstown Library is located in a strip mall and was expanded in 2007, with the assistance of a local fund-raising group. Pulaski is located in the old Pulaski Town Hall. East Library is located in a retail shopping center.

In 2009, General Energy Corporation, a firm specializing in energy conservation methods, conducted a study of the five Brown County Library buildings owned by the County Library:

Central Library, 515 Pine Street, Green Bay
Southwest Library, 974 Ninth Street, Green Bay
Ashwaubenon Library, 1060 Orlando Drive, Ashwaubenon
Kress Family Library, 333 N. Broadway, DePere
Weyers-Hilliard Library, 2680 Riverview, Howard.

The firm reviewed ventilation systems, heating systems, cooling systems, control systems and water systems for each location. They charted plug loads and analyzed utility use and benchmarked. They measured air quality and temperature. Over _____ Energy Conservation Methods (ECM) were suggested, with priorities, price range and possible return on investment provided. These are summarized below for each Library.

Central Library is the largest of the five buildings with 90,000 square feet and four floors. Built in 1972, the Library ... [all will be filled in when report has been received]

Southwest Library was constructed in 1958 and is a one story building of 3,412 square feet.

45

moved from one location and re-used at another location. In recent years, solid wood furniture has been refinished and restored to an attractive condition, then used in a Library.

Action Steps:

1. Consider Life Cycle Analysis when replacing furniture. See www.sppcoalition.org or www.lcacenter.org for more information. LCA looks at the impact of a product through its entire life cycle, from cradle to grave, and generates a score to show a product's performance against a series of criteria.
2. Contact Northwest Technical College (NWTC) or other to find interested volunteers to refinish and reupholster chairs owned by the Library.
3. Cooperate with the Friends of the Library for a 'card catalog recycling' fund-raiser activity.

Flooring replacement EPA guidelines have ten criteria that make a floor "green":

- | | |
|--------------------------|----------------------------|
| 1. Social responsibility | 6. Manufacturing Processes |
| 2. Distribution Methods | 7. Renewable |
| 3. Recycling content | 8. Recyclability |
| 4. Toxicity | 9. Life Cycle |
| 5. Installation | 10. Maintenance |

Action steps:

1. Library administration and facility staff will familiarize themselves with the EPA and other guidelines when a carpet or flooring replacement is needed.
2. Whenever possible, the Library will purchase EPA approved flooring or flooring approved by 'LEED' or other 'Green' standards.

Landscaping and Parking Lots

The Library maintains landscaping and parking lots at five locations – Ashwaubenon, Central, Kress, SouthWest and Weyers-Hilliard. All are described as standard parking lots constructed of concrete and/or asphalt. Four of the five parking lots have issues with water runoff, heat buildup, air pollution, light glare, and poor aesthetics, in addition to winter snow and ice buildup and removal damage. "Green Streets and Parking Lots" are defined as those that convey stormwater into landscaped areas (or areas of porous pavement) designed to mimic drainage patterns of the natural landscape. Pollutants are removed as runoff is captured, slowed and filtered before it either infiltrates into the soil or is discharged into the storm drain system and flows to local creeks or other water bodies. Only Weyers-Hilliard Branch Library's parking lot meets this description.

Landscaping has been planted to help shade Library parking lots and keep the parking lot surfaces cooler in Summer. Much of the landscaping around the Libraries is overgrown. Maintenance is an ongoing problem, with the Library relying on a volunteer group to maintain landscaping at Kress Family Library. The Weyers-Hilliard Branch Library was landscaped in 2000 with native prairie flowers and grasses. Unfortunately, a lack of maintenance and the necessary 'burn' of the prairie allowed non-native species and weeds to over-run the landscaping. At Central Library, Ashwaubenon and Southwest,

47

Ashwaubenon Library was constructed in 1976 and is a one story building of 8,000 square feet.

Kress Family Library is the newest building, constructed in 2002-3. It has two stories including the walk out lower level and consists of 20,350 square feet.

Weyers-Hilliard Library was constructed in 1999 and is a one story building with a partial basement. It is 23,600 square feet.

Action steps:

(Energy audit will reveal steps that can be taken and this section will be written at that time)

Libraries must maintain specific environmental parameters of heat, cooling and humidity in order to sustain the physical condition of the books and the safety and comfort of the public and employees. This is particularly essential for the rare books in the Local History collection at Central Library, but it is also a factor for all the collections at each location.

Energy uses at the four rented Library building spaces have not been analyzed. Some of the Energy Conservation Methods (ECM) outlined by General Energy Corporation may be applicable.

Action Steps:

1. Review the ECMs outlined by GEC to see if can be applied to rented facilities.
2. Consider having Focus on Energy assess the rented facilities to develop specific energy savings efforts.
3. Whenever possible, implement ECMs.

Building Interiors

Cleaning The Library has started to purchase Green Cleaning materials when buying new supplies. Whenever possible, the Brown County Library will follow the Green Cleaning Procedures developed by the County Facilities Department. This includes adhering to the standards and the supplies suggested in the Procedure.

Action Steps:

1. Determine if un-opened supplies that do not meet the Green Cleaning standards can be returned for a refund. Proceed if possible.
2. Familiarize maintenance staff with the County's Green Cleaning Procedures.
3. Document exceptions in cleaning supplies and routines that do not respond to Green Cleaning Procedures.
4. With County Facilities Department, continue to research new Green products that provide improved results.

Furniture replacement The Library has a variety of styles and ages in its furniture. Tables, chairs, desks, filing cabinets, display cases and study carrels are frequently

46

trees and bushes are aging and dying. A sustainable landscaping plan was designed by a NWTC student for the Central Library's garden area, but has not been implemented. Plants at other locations have been replaced at the request of landscaping volunteers or on a haphazard basis to fill in landscaping gaps.

Sustainable landscaping has been defined to include an attractive environment that is in balance with the local climate and requires minimal resources, such as fertilizer, pesticides and water. Sustainable landscaping begins with an appropriate design that includes functional, cost efficient, visually pleasing, environmentally friendly and maintainable areas. Specifically, water consumption, resources used while mowing and edging lawns, and chemicals in pest and weed control are elements to consider.

Action steps:

1. Consider xeriscaping – landscaping with plants that are adapted to their environment without the need of much irrigation, pest control, or maintenance – whenever possible at all locations.
2. Implement the landscaping plan developed for Central Library by NWTC student. This plan includes sustainability aspects. Consider impact of renovation /remodeling of Central Library when determining the timing of the implementation.
3. Purchase benches and other outdoor furniture from recycled materials such as recyclable plastic wood.
4. Consider using porous pavements in sections of parking lots whenever feasible.
5. Continue to research sustainable parking lot techniques and value of natural filtering runoff water. Implement changes in parking lot design whenever possible.
6. Assess the trees planted in or near parking lots for appropriateness. Avoid trees that drip sap or have large or messy fruit.
7. Consider environmentally friendly ice and snow removal supplies and techniques.

Vehicles

The Library has three vehicles – a bookmobile, a pickup truck and a van.

The bookmobile was built in 1994, uses diesel gas and has a 2004 Onan generator to provide light and heating/cooling in the bookmobile at its community stops. Stops vary in length from 2 to 4 hours. The bookmobile has a wheelchair lift, but does not have toilet or sink facilities. In 2007, the Friends of the Brown County Library funded major repairs to the body, including exterior paint, and an overhaul of the engine. In the past 15 years, thousands of dollars have been spent to keep the vehicle road ready, with repair or replacement of brakes, wheels, engine seals, radiator leaks, generator, etc.

The life expectancy of a bookmobile is 20 years. In 2013, the Library will begin the process of determining the features necessary in a new bookmobile.

48

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The Library van is a Chevrolet Express Cargo Van 2001 model. The van is used by Maintenance staff for deliveries of books, supplies, costumes and program materials to and from other branches. It averages 10,000 miles per year, a combination of highway and city miles. Gas mileage averages 17.11 miles per gallon.

The Library pickup truck is a 2009 Chevrolet Colorado. The pickup truck is used by Maintenance staff for deliveries of landscaping materials such as mulch, for large furniture items and for transportation of lawn mowers, snow removal equipment and similar items between Libraries. It averages 10,000 miles per year, also a combination of highway and city miles. Gas mileage is approximately 20 miles per gallon.

All of the vehicles are stored in the garage at Central Library over night and thus experience less damage from snow, ice and freezing temperatures than unprotected vehicles. However, due to the limited space in the garage, the van and pickup truck must share a length of 38 feet, thus limiting the size of the two vehicles and the selection of vehicles when replacing.

Maintenance of the vehicles is performed every 90 days.

Action steps:

1. Consider use of biodiesel fuel in Bookmobile. What is initial investment? What would ongoing cost be? What are the impacts on the operation and life expectancy on the bookmobile?
2. Replace van with a new vehicle that gets better mileage and uses biodiesel fuel.
3. Review and improve bookmobile schedule stops based on geography to minimize mileage and fuel consumption and increase efficiency.
4. When replacing bookmobile, consider sustainability issues to purchase environmentally friendly vehicle.

Employees

Sustainable practices offer opportunities for the Library to reduce maintenance and energy costs annually. "Money will also be saved by having higher morale, health and productivity from employees. The architectural firm Hescong Mahone conducted a study that indicated students perform 25% better on standardized tests when in classrooms lit naturally (Sands, 2002). High levels of CO2 can decrease performance as well (Lamis, 2003). " – wikipedia

Action steps:

1. Train employees to follow the Energy Conservation Methods outlined in the General Energy Corporation report.
2. Reinforce to employees the importance of recycling paper; duplex printing; unplugging equipment; use of daylighting; and other small energy conservation methods that employees can take.
3. Re-use materials for crafts and program events (egg cartons, toilet paper tubes, grocery bags, etc.).

49

Action steps:

1. Whenever possible, highlight the Library's 'green' efforts.
2. Make the library a location to observe solar or other ECM projects.
3. Provide resources online and with books, DVDs and CDs.
4. Provide storytimes, children's events and activities, and adult programs on sustainability and the environment.
5. Provide portable energy meters to be checked out of the library.
6. Co-sponsor programs on sustainability with local organizations.
7. Create large poster "advertising" sustainability efforts at the Library to be used at meetings throughout the year.
8. On regular basis, update Friends of the Library on the Library's sustainability practices through FOL newsletter.
9. Publish articles on the web and in the FOL newsletter promoting sustainability concepts, such as water quality and conservation, recycling, hazardous waste disposal, natural features project, and transportation alternatives.
10. Provide displays on sustainable practices and theory.
11. When appropriate, provide signage that explains the sustainability practice of the library. For example, signage that identifies natural water runoff in a parking lot, or furniture made of recycled materials.
12. Whenever possible, cooperate with other county and local government sustainability efforts.

51

4. Make it easier to bicycle, walk, take bus or commute with others in getting to and from work. Consider providing facilities for bicyclists to store bicycles safely and out of the weather at each location.
5. Consider offering preferred parking or other benefit to those who carpool.
6. Recycle photocopier toner and printer cartridges and purchase refilled cartridges.
7. Recycle discarded library books to Friends of the Library for their book sale.
8. Install automatic paper towel dispensers in public restrooms to decrease waste.
9. Clean and repair CDs and DVDs on a regular basis to reduce disposal by 50%.
10. Implement a self-service perpetual book sale area at Central using books donated to the Friends of the Library. This service already exists at five library locations (Kress, Weyers-Hilliard, Ashwaubenon, East and Southwest branches).
11. Reuse poster board for new posters.
12. Use PC projector for staff meeting agendas to avoid printing copies.
13. Investigate changing professional journal publications to electronic copies instead of print. Whenever possible, do so.

Customers/Clients/Library Guests

Library visitors will vary from those who are very interested and committed to sustainability efforts to those who are unaware and skeptical of the need for environmental efforts. The Library should set a standard for sustainability practices without mandating Library guests to follow those standards.

Action steps:

1. Clearly label and place recycling containers in all Library facilities.
2. Provide expanded opportunities for recycling paper, bottles, plastic and cans.
3. Provide instructions for print duplexing wherever it is available.
4. Provide more printers and photocopiers that can automatically duplex.
5. Provide opportunities to have information emailed or telephoned, rather than printed & mailed.
6. Provide recycling information.
7. Provide recycling points for some additional products.
8. Provide lock-able bicycle racks with some cover from the rain.

Educational Opportunities

Sustainable Library practices are an opportunity to educate county residents. Providing information about environmentally friendly materials, "green" procedures and efforts to reduce, reuse or recycle fits the Library's mission.

50

3. Sustainable Communities

C. PARKS SUSTAINABILITY PLAN

BACKGROUND

The Brown County Park System is comprised of 18 park facilities with 57 buildings and encompassing over 3,600 acres of land.

Park activities, programs and services include; camping, hunting, picnicking, fishing, ice skating, trails for biking, hiking, cross-country skiing, horse-back riding and snowmobiling, boating, resource management, environmental education, nature study/wildlife viewing, playgrounds, disc golf, shelter rentals, special events, pet exercise area, sledding, snowshoeing, volleyball and rifle range.

The purpose of the department is to enrich the quality of life in Brown County through a comprehensive system of open space and outdoor recreational facilities with an emphasis upon natural resources, passive recreation and outdoor education.

POLICY STATEMENT

It is the Brown County Park System's goal, through the implementation of this Plan, is to insure principles of sustainable stewardship for our park lands and facilities as well as providing physical surroundings and operational practices that create a clean and healthy environment for our park visitors and staff. This dynamic document will serve as a roadmap for the Park System to meet its goals and objectives in a sustainable manner, now and into the future.

GOALS

The Park System will sustainably manage, in a fiscally responsible manner, its land and facilities to minimize our impact on the environment through the achievement of the following goals:

1. Provide community and employee education on sustainability practices and procedures
2. Conserve our natural resources for current and future generations
3. Provide a healthy and productive environment for staff and visitors
4. Design and operate buildings in a sustainable manner
5. Reduce and manage waste responsibly
6. Reduce our overall carbon footprint
7. Preserve and protect our natural, cultural and recreational resources

Goal #1: Community and Employee Education

52

5

Brown County Facility and Park Management will communicate and disseminate information on sustainable practices and values with employees and the local community through education and facilitation

- ❖ Employee:
 - Encourage and allow employees to attend seminars, workshops and web based programming on sustainability
 - Distribute written policies as they are adopted regarding sustainability practices
 - Provide employee with information regarding the appropriate methods for recycling, energy conservation, material conservation and water conservation in the workplace
 - Implement an employee culture that incorporates sustainable thinking into all workplace practices and procedures
 - Encourage employees to car pool or utilize alternate means of transportation when possible
- ❖ Community
 - Provide brochures at informational kiosks to raise awareness of sustainability principles and practices
 - Erect pertinent signage at appropriate locations for public education
 - Include sustainability information on Park web site that focuses on the Park System efforts regarding sustainability
 - Co-sponsor events on Park lands that encourages sustainability in the community
 - Incorporate sustainable component in Parks marketing efforts
 - Continue offering educational programming at Barkhausen Waterfowl Preserve for area schools, organizations and that general public that promotes sustainable thinking and practices and an overall awareness and appreciation of our Earth's natural resources
 - Evaluate Barkhausen Waterfowl Preserve educational programs to infuse sustainable principles into existing programs and to consider the creation of new sustainable program options for participants
 - Provide educational component for proposed PV system at Barkhausen Waterfowl Preserve to show visitors real time energy savings on monitor

Goal #2: Conservation of Natural Resources

Brown County Facility and Park Management will work to reduce the consumption of our Earth's natural resources, reduce dependency on non-renewable energy sources and implement water conservation and efficiency measures for the good of current and future generations.

- ❖ Reduce Dependency on Non-Renewable Fuel for Vehicles
 - Evaluate new vehicle/equipment to consider use of alternate/flex fuels
 - Conduct analysis of Park vehicle usage to determine if vehicle use can be reduced by combining trips, changing work practices, evaluating routes taken, etc

53

Brown County Facility and Park Management will provide a healthy and productive work environment for staff and visitors

- ❖ Material use
 - Evaluate chemical supply and consider less-toxic alternatives
 - When possible, use low VOC content in chemicals, paints, solvents, carpeting and construction materials
 - Use non-bacterial/non-antimicrobial soap in public bathrooms
 - Thermostats will be non-mercury
 - Perform asbestos removal where possible
 - Identify and remove lead paint
- ❖ Work Practices
 - Utilize vacuum equipment with filters
 - Install entrance mats to collect particulates
 - Noise Reduction

Goal #4: Sustainable Buildings

Brown County Facility & Park Management will emphasize increasing efficiency of resource use in new and existing buildings including reducing impacts on human health.

- ❖ Green Cleaning
 - Follow "green cleaning" policy developed by County
 - Utilize less toxic chemical alternatives when possible
- ❖ New Buildings
 - Incorporate LEED, Energy Star or other Green Building Criteria in new building design and construction
- ❖ Existing Buildings
 - Evaluate "green" roofing options when replacements are needed
 - Perform energy assessments on main Park buildings
 - Incorporate LEED, Energy Star or other Green Building Criteria in existing building design, construction and operation

Goal #5: Waste Management

Brown County Facility and Park Management will divert a maximum amount of waste from the landfill through source reduction, reuse and recycling

- ❖ Recycle
 - Provide employee education regarding recycling
 - Provide recycling sites for employees, campground users and park facilities that allow public waste disposal
 - Develop department recycling policy
- ❖ Reuse

55

- Adhere to fleet management policies and procedures in the operation of county vehicles
- Perform maintenance on existing vehicles to ensure highest MPG is obtained; tire inflation, mechanical systems, etc.

- ❖ Evaluate and Implement Use of Renewable Energy Sources
 - Install 11 kW photovoltaic system on roof of Barkhausen Waterfowl Preserve interpretive center building
 - Analyze possibility of a wind turbine at Bay Shore Park
 - Whenever installing new energy systems, evaluate possibility of solar photovoltaic, solar thermal and/or geothermal to reduce dependency on non-renewable energy sources
- ❖ Reduce Energy Use at Existing Facilities
 - Install energy efficient lighting upgrades
 - Evaluate necessity and lighting levels of security and street light systems
 - Utilize energy efficient light bulbs only
 - Install programmable thermostats where possible
 - Install motion sensors in public areas where feasible
 - Establish electronic device shut-down policy
 - Buy high-efficiency HVAC equipment and appliances and maintain to ensure energy efficiency over time
 - Perform energy audits on existing buildings and implement recommendations for insulation, weather sealing, etc. - prioritize and fund as budget allows
 - Set hot water heaters and building heating/cooling systems at efficient levels
- ❖ Implement Water Conservation Measures
 - Landscape with plant material that requires little or no watering
 - Utilize water conserving fixtures in restrooms and showers as well as appliances such as laundry machines
 - Evaluate areas of current water use for efficiency in operations
- ❖ Utilize "Environmentally Friendly" Products
 - Use highest possible post-consumer content for paper and paper-based products
 - Use recycled plastic lumber where feasible
 - Purchase plastic products with highest post-consumer content as possible
 - Use most environmentally responsible de-icing "salt" for roadways, parking lots and walkways
 - Use garbage bags considered to be "green" due to lower plastic content
 - Use furniture and flooring materials with high recycled content

Goal #3: Healthy and Productive Environment

54

- Encourage reuse of materials and equipment between Park managers and other county departments where possible
- Where practical, each park will establish programs for on-site reuse of materials/goods

- ❖ Reduce
 - Encourage "paper-less" administrative processes
 - Eliminate disposal of organic waste in landfill
 - Purchase materials with less packaging
 - Evaluate leasing versus buying options

Goal #6: Carbon Footprint (Is this worth a separate discussion?)

Brown County Facility and Park Management will seek to reduce the amount of carbon produced by Park System through its facilities and operations to lessen the amount of carbon entering the Earth's atmosphere

- ❖ Demand sustainability performance by our partners and suppliers that reduces carbon output
- ❖ Add trees to park facilities where possible to act as carbon filters
- ❖ Reduce carbon emissions from vehicles and equipment by purchasing efficient vehicles and evaluating current driving needs to reduce number of vehicle trips
- ❖ Increase bike trail access to Park System to provide transportation alternatives
- ❖ Utilize energy efficient lighting and other equipment to reduce the burning of fossil fuels which generates carbon dioxide production
- ❖ Promote and implement recycling and purchase recycled content products which take less energy to manufacture

Goal #7: Natural, Cultural and Recreational Resources

Brown County Facility and Park Management will manage its land to preserve and protect the natural, cultural and recreational resources.

- ❖ Natural Resource Management
 - Develop and implement an Integrated Pest Management (IPM) plan for the Park System as an environmentally sensitive approach to dealing with pests through the judicious use of pesticides and attempting to use organic pesticides where feasible
 - Limit use of turf fertilizers and only use phosphorous-free fertilizer
 - Implement storm water management practices in new building and parking lot construction
 - Evaluate existing parking lots to determine if storm water management practices can be instituted to protect water quality including use of permeable pavements
 - Manage and maintain undeveloped and natural areas in the parks system to protect natural habitats
 - Increase invasive species management and habitat restoration efforts in Park System

56

5

- Increase the ratio of parks and open space area in County to National Recreation and Park Association standards
- ❖ Cultural Resources
 - Perform research to determine cultural resources on Park property
 - Protect cultural resources found on Park land to include historical structures, buildings and objects
 - Interpret cultural resources when possible to include educational signage and programming
- ❖ Recreational Resources (should this be included?)

57

benefits. Proper planning for sustainability will require the zoo stakeholders to think in terms of systems. Ongoing discussions will involve conversations about the interplay between the various elements of the zoo's operations. Use of the triple bottom line concepts (balancing economy, environment and societal benefits) will help guide discussion and metrics of the Strategic Sustainability Plan. During the course of the plan development, Foth helped facilitate the processes using "The Natural Step" systems conditions to help place stakeholder input and recommendations in a sustainable framework.

The NEW Zoo also developed the following initial guiding principles for its sustainability program:

Guiding Principles for the NEW Zoo's Sustainability Program

Through the practical application of these guiding principles, the NEW Zoo will be able to defend its sustainable practices under accreditation scrutiny. This set of eight guiding principles will define our objectives and activities for sustainability. All zoos and aquariums should work towards sustainability and reduce their 'environmental footprint'. They should use natural resources in a way that does not lead to their decline, thus meeting the needs of the present without compromising future generations. All zoos and aquariums should lead by example, using green practices in all aspects of their operations and demonstrating methods by which visitors can adopt sustainable lifestyles and practices.

Use environmentally sound waste management

- Minimize the total production of waste.
- Manage separation of waste at source to encourage maximum re-use and recycling.
- Minimize the risk of polluting.

Be energy efficient

- Maximize energy efficiency in all on-site and off site operations.
- Try to reduce travel-related energy consumption.
- Efficiently maximize the use of energy which is produced and distributed, especially from renewable sources.
- Apply the three R's – reduce, re-use, recycle – where possible.

Use natural resources responsibly

- Use products that embody the most efficient and least environmentally damaging use of renewable and non-renewable natural resources. This applies to products from major construction materials to daily consumables, and should apply back along the supply chain to source.
- Apply the three R's.
- Make sure that animal acquisitions and dispositions are not only sustainable environmentally but also ethically acceptable.

If you pollute, you pay

- Support the general principle that the polluter should not pass on to others the cost of cleaning up pollution.
- Apply this principle in our own institution as a measure of good practice.

59

3. Sustainable Communities

Sustainable Zoo

Like many organizations and businesses, the zoo faces a changing economy, increased sensitivity to environmental conditions, the need to provide a stable work environment and retain good employees, all while providing products and services of value to its customers. The NEW Zoo is among a group of only seven of the 218 Association of Zoos & Aquariums (AZA) accredited zoos and aquariums in the country that do not receive local or regional public tax support for its annual budget. So, aside from the core mission of providing a natural adventure that promotes recreation, education, and conservation through encounters with live animals, economic sustainability has become a major reason to apply sustainable practices to our operations.

A few years ago, the zoo recognized the emerging trend towards sustainability and could foresee what benefits it offered the NEW Zoo. Preservation of animal species, their environmental role and habits are inherent goal of many zoos. The zoo is faced with a dual challenge including preservation of animals and their natural environments but to also demonstrate the zoo can function in a highly sustainable fashion.

The zoo embarked on its Strategic Sustainability Plan with help from the Green Bay based consulting firm Foth who offered the right combination of skills and a proven process for helping us move forward in developing and effective plan that could subsequently be implemented. Foth, in partnership with the zoo, were willing to donate considerable time, effort and resources towards the zoo sustainability initiatives.

As a first step, Foth integrated existing business and operations plans, policies and AZA accreditation requirements relative to sustainability into a planning process. A lot of research was gathered on the subject of sustainability by zoo leadership and an initial challenge for Foth was to select and then integrate relevant information into a planning process. The next step was to hold a workshop to gather input from staff and key stakeholder groups to identify possible strategies and tasks that will help the zoo become more sustainable as well as expose stakeholders to the concept of sustainability and the Natural Step Process.

An environmental footprint of the facility will be developed as well. This will serve as a baseline of the facility and primary emphasis will be in areas of water, wastes and energy. Developing an environmental footprint can be overwhelming, so the zoo looking to identify the most immediate factors that come into play. Water, wastes, and energy cover much of that objective. Annual reviews as well as an environmental monitoring system of the facilities' environmental footprint will allow progress to be measured.

Zoo management, like many organizational managers, sees some of the low hanging fruit in energy management especially given the availability of public and private financial incentives. Energy management is one critical contributor to sustainability but without including other elements, organizations might miss out on achieving a broader base of

58

Put local consumption first

- Maximize the proportion of goods and services that come from local providers with acceptable environmental practices.
- Reduce the environmental impact of transportation when feasible.
- Include in RFP's language to determine vendor's commitment to conservation when possible.

Contribute to equitable development

Keep in mind that sustainable development requires a reduction in differences of living conditions across the world and that you contribute to this by:

- Conducting activities that contribute to this ideal.
- Supporting conservation projects that embody this guiding principle.
- Adjusting purchasing policies and practices to help.

Apply the precautionary principle

- Obtain and analyze as much information as possible when making a decision.
- When in doubt, put in place measures to reduce environmental impact.

Encourage public awareness and participation

- Use the zoo's educational resources to help people understand why changes are important and what they can do personally to live in a sustainable manner.
- Set an example for other businesses in Earth-friendly operations.

Guiding Sustainability Principles Checklist for the NEW Zoo

1. We seek to balance environmental, ethical and social considerations alongside our economic needs and refuse to compromise future generational needs to achieve short-term objectives.
2. We promote an open and inclusive decision – making process.
3. We ensure compliance to all relevant environmental legislation and ethical codes.
4. We follow the precautionary principle to minimize potential harm to the environment through our operations in the absence of scientific certainty.
5. We seek to minimize our use of non-renewable resources, taking into consideration the restraints of the natural environment, favoring local suppliers and reducing emissions. We are committed to finding innovative solutions to improve our ongoing operations and activities.
7. We seek to ensure the health, diversity and productivity of the immediate and wider environment.
8. We understand that all of us have shared responsibility of living sustainability.
9. We seek to be a positive influence by communicating and sharing sustainability values with our members, stakeholders and wider community through promotion, education and facilitation.
10. We will assess sustainability performance of our partners and suppliers and use available opportunities to influence and improve their sustainability performance.
11. We will embrace sustainability not only because it is the right thing to do as a conservation organization but it make good business sense.

Sustainability Improvement Plan
NEW Zoo's Comprehensive Five – Year Plan

60

5

Project Overview

The NEW Zoo's goal in creating a sustainability plan is to significantly reduce the zoo's negative environmental impact. Through conservation measures listed in this plan, new policies and practices that will improve our ecological footprint, we are striving to become an environmentally sustainable zoo and green leader in Brown County.

Scope of Work

Evaluation & Prioritization

Evaluate current systems and determine the most prudent and cost-effective solutions for each of the five areas listed. Develop prioritized schedules for the implementation of improvements as they become fiscally and logistically feasible.

Water

Decrease water usage by increasing conservation and efficiency measures. Manage storm water runoff.

Atmosphere & Energy

Decrease greenhouse gas and air pollution emissions by increasing energy conservation and efficiency measures, initiating renewable energy use and emphasizing sustainable transportation choices.

Materials & Products

Increase percentage and variety of environmentally responsible products and materials used at the NEW Zoo.

Waste

Divert maximum amount of waste from landfills through source reduction, reuse, composting and recycling.

Environmental Education

Amplify the frequency and variety of environmental education efforts. Focus communication efforts on staff, volunteers and visitors.

A detailed list of initiatives to accomplish these goals can be found on the following pages. These initiatives will be modified as necessary to reflect ongoing changes in environmental technologies. Likewise, the Significant Accomplishments section will be annually updated. Costs for the majority of the strategic initiatives are still being determined. Cost will be an important factor in evaluating and prioritizing each environmental initiative.

WATER

Goals: Decrease water usage by increasing conservation and efficiency measures.

NOTE: The changes below must be sensitive to water requirements in animal areas.

Strategic Initiatives:

- A. Evaluation & prioritization
 - Through research and careful analysis, determine best course of action for Initiatives B through G
 - Develop prioritized schedule for changes to occur as fiscally and logistically possible
- B. Water efficient exhibits
 - Convert remaining dump-and-fill aquatic exhibits to filtered/recirculation systems
 - Repair leaks, beginning with otter pool

F. Employee action

Encourage-saving techniques with washers/dryers, office equipment, including computers work related equipment

G. Track, measure and quantify changes

Materials & Products

Goals: Increase percentage and variety of environmentally responsible products and materials purchased by and used at the NEW Zoo.

NOTE: "Environmentally Responsible" is defined here as produced, manufactured, or grown in a manner that is socially and environmentally sustainable. The following are useful environmental credentials: locally produced; contains high percentage of recycled materials (particularly post-consumer waste); made from rapidly renewable resources; contains minimal packaging; non-toxic and biodegradable. Whenever possible, environmental credentials should be third party certified.

Strategic Initiatives:

- A. Evaluation & prioritization
 - Through research and careful analysis, determine best course of action for Initiative C
 - Develop prioritized schedule for changes to occur as fiscally and logistically possible
- B. Create purchasing guidelines and/or policies that take into account products' environmental credentials
- C. Incrementally increase/initiate purchase of the below materials (environmental credentials listed in order of descending importance)
 - All paper and paper-based products (including paper towels, napkins and toilet tissue) – highest possible post consumer recycled content, chlorine-free bleaching process, FSC-certified
 - Benches, fences, landscape edging, picnic tables- made of recyclable plastic lumber. If wood must be used, choose FSC-certified products
 - Carpet, construction materials, office furniture – low VOC, made of recycled materials
 - Cleaning supplies – lowest VOC content possible, non-toxic
 - Clothing items – composed of organic cotton and/or recycled PET
 - Coffee and tea service – shade – grown, organic, fair-trade coffee; organic, fair-trade tea and sugar, bamboo stir sticks, re-usable or unbleached coffee filters
 - De-icing chemicals – choose the most environmentally responsible rock-salt for use on grounds
 - Food items – local, organic, fair-trade, sustainable harvested products whenever possible
 - Food packaging and food wares (plates, bowls, cups, utensils) – composed of rapidly renewable materials rather than petroleum. Examples include sugar cane or palm oil waste fibers, with corn as last resort choice
 - Light bulbs – only energy efficient types
 - Paints, caulk, adhesives – lowest possible VOC content
 - Plastic-based products (computer disks, trash liners, etc.) – highest possible post consumer recycled content
 - Retail bags – composed of either bioplastic or recycled materials
 - Retail items – sustainable produced or supporting environmental conservation projects
 - Soap – non-bacterial/non-antimicrobial in office areas and restrooms; non-residue producing antibacterial in areas requiring extra sanitary precautions
 - Thermometers – non-mercury
 - Writing and correction items – recycled material casing, low VOC inks, water based correction fluid
 - Set all printers to print double sided. All copy material to be double sided.

Install water filling float mechanisms in all stock tanks, ponds etc.

No running water to exhibits

C. Water efficient bathrooms

Install water efficient toilets and urinal systems

Install low flow showerheads and faucet aerators

D. Water efficient landscaping

Increase use of native plants in garden beds target 40-50%

Convert monoculture grass lawns into diversified, drought resistant native plant areas

Consider collecting rain water from building roofs for landscaping

Never leave sprinklers on overnight

E. Ensure all water fountains turn off/ use timers/ or eliminate if possible

F. Storm water management plan

Evaluate parking lot, grounds run-off

Determine and implement best course of action

G. Employee action

Encourage water-saving techniques in all areas, empower staff

H. Track, measure and quantify changes

ATMOSPHERE & ENERGY

Goal: Decrease greenhouse gas and air pollution emissions by increasing energy conservation and efficiency measures, initiating renewable energy use, and emphasizing sustainable transportation choices.

NOTE: The changes below must be sensitive to lighting, temperature and other requirements in animal areas.

Strategic Initiatives:

- A. Evaluation & prioritization
 - Through research and careful analysis, determine best course of action for Initiatives B through F
 - Develop prioritized schedule for changes to occur as fiscally and logistically possible
- B. Energy-efficient lighting
 - Continue energy-efficient lighting upgrades
 - Where appropriate, install occupancy sensors to ensure lights are turned off in unoccupied common areas
 - Replace thermostats with efficient programmable functions
 - Replace standard Christmas lights with LED lights
 - Institute a "Power Down" campaign in all areas without occupancy sensors. Power Down stickers on all switches to provide a simple reminder to shut off
- C. Energy efficient electronics & appliances
 - Incrementally replace energy-intensive office equipment, refrigerators and freezers, washers/dryers and restaurant equipment with U.S. E.P.A. Energy Star qualified models
 - Address issue of phantom loads
- D. Energy efficient buildings
 - Determine where weather-stripping, energy efficient HVAC systems and other measures are needed; install as appropriate
 - Continue to install energy-saving green or reflective roofs on new and renovated buildings
 - Pursue green and LEED design/elements in all new buildings as fiscally and logistically possible
- E. Initiate renewable energy use
 - Determine best renewable energy source(s) for zoo; install and implement

D. Track, measure and quantify changes

WASTE

Goals: Divert maximum amount of waste from landfills through source reduction, reuse, composting and recycling.

Strategic Initiatives:

- A. Evaluation & prioritization
 - Through research and careful analysis, determine best course of action for Initiatives B through H
 - Develop prioritized schedule for changes to occur as fiscally and logistically possible
- B. Source reduction
 - Significantly reduce office paper use in zoo office areas through initiating a "paperless office," where anything that is generated by a computer stays on computers and doesn't get printed out. Generate forms etc. to be transmitted electronically.
 - Replace paper towel dispensers in staff areas with controlled consumption dispensers or hand dryers
- C. Reuse
 - Initiate and facilitate trading of reusable items across departments
- D. Composting
 - Initiate a broader scale of composting of collections and landscaping materials: animal manure, used bedding, animal food prep waste, landscaping and gardening debris
 - Initiate composting of kitchen waste from all office areas
 - Initiate composting of Food service waste, both pre and post consumer
- E. Recycling
 - Create and maintain policies mandating new and existing recycling programs for lights and ballasts, large and small electronic items, dry and wet cell batteries, spent carpet etc., amongst contracted and regular staff
 - Ensure that large events on zoo grounds have access to sufficient recycling containers as well as day to day visitors
 - Visitor recycling – create new and expanded system on ground to recycle paper (including visitor maps/guides), aluminum cans, plastic bottles and cups
- F. Employee action
 - Continually encourage recycling; inform staff how to recycle and what to recycle
- G. Track, measure and quantify changes

ENVIRONMENTAL EDUCATION

Goal: Amplify environmental education efforts in both frequency and variety. Focus communication efforts on staff, volunteers and visitors.

Strategic Initiatives:

- A. Evaluation & prioritization
 - Through research and careful analysis, determine best course of action for initiatives B through F
 - Develop prioritized schedule for changes to occur as fiscally and logistically as possible
- B. Conservation programs
 - Increase number and variety of environmental education programs
 - Integrate environmental themes into existing programs
- C. Signage
 - Increase number and variety of environmental sustainability-minded signage
 - Highlight zoo's green efforts
- D. Community outreach
 - Identify and support local environmental efforts and events
- E. Printed materials
 - Include environmental updates in member publications
 - Periodically review all printed material for environmental message
- F. Employee education
 - Develop innovative methods of informing staff how to make positive green choices, encouraging action

65

4. Implementation

Action Plans

- a. Buildings
- b. Vehicles
- c. Energy
- d. Committee and Education
- e. Communities
 - i. Airport
 - ii. Libraries
 - iii. Parks
 - iv. Zoo

66

5. Reporting Plan

- a. Energy Metrics
- b. Fuel Metrics
- c. Sustainability Practice Metrics

67

5

EECBG Activity Worksheet

Grantee: WI-COUNTY-BROWNDate: 09/03/2009DUNS #: 55236355Program Contact Email: schuette_am@co.brown.wi.usProgram Contact First Name: AaronLast Name: SchuetteProject Title: 50KW Wind Turbine at Landfill Gas to Energy SiteActivity: 13. Onsite Renewable Technology

If Other: _____

Sector: Public

If Other: _____

Proposed Number of Jobs Created: 3.00Proposed Number of Jobs Retained: 0.00Proposed Energy Saved and/or Renewable Energy Generated: 538 million source Btu per yearProposed GHG Emissions Reduced (CO2 Equivalents): 129.000Proposed Funds Leveraged: \$65,000.00Proposed EECBG Budget: 195,000.00Projected Costs Within Budget: Administration: \$30,000.00

Revolving Loans: _____

Subgrants: _____

Project Contact First Name: ChuckLast Name: LarscheidEmail: larscheid_cj@co.brown.wi.usMetric Activity: Clean Energy Policy

If Other: _____

Project Summary: *(limit summary to space provided)*

I. Project Description: The proposed project is to contract with a private vendor to purchase, install, and interconnect a 120 foot tower, 50Kw wind turbine on a non-cell area of the closed East Brown County Landfill. The site currently has a landfill gas to energy turbine located on the property. The proposed wind turbine would compliment the energy production from the landfill gas and help reduce the electricity expenses paid by the Brown County Port and Solid Waste Department to run the equipment necessary for the landfill gas to energy turbines.

II. Funds Leveraged: Brown County is proposing to work closely with Wisconsin Focus on Energy (FOE) to initially assess the wind resource on the site and then, if the project is feasible, leverage \$35,000 in FOE implementation grant funds with \$30,000 from Brown County Capital Outlay funds with \$195,000 in EECBG funds to purchase and install a FOE-approved 50KW wind turbine. Additionally, it is likely that Brown County will contribute to the project through additional administrative staff time for RFP preparation, vendor selection, permitting, and potentially site preparation.

III. Action Items: Primary action items include 1)Working with FOE to assess the wind energy resource at the proposed site. 2)Provided the wind resource is adequate, applying for a FOE wind energy implementation grant. 3)Contacting the local utility regarding interconnect issues and governmental agencies regarding permitting. 3)Sending out a request for proposals utilizing Brown County's Purchasing Department under the county's standard requisition process. 4) Purchasing selected wind turbine, tower, and installation. 5)Working with the local utility and selected vendor to install the turbine and tower and interconnection. 6)Evaluate performance of turbine, maintain Return on Investment (ROI) data, and post results on dedicated Brown County web page.

IV. Metrics: Based upon an analysis performed by utilizing the Dept. of Energy's EECBG Estimated Benefits Calculator (<http://www.eecbg.energy.gov/solutioncenter/applicationresources/default.html>), the proposed 50KW wind turbine would create/retain 3 new jobs, generate 538 million source Btu per year and reduce greenhouse gases (CO2 Equivalents) by 129 metric tons per year.

~~In addition to metric data required by DOE, Brown County will measure and collect ROI data to determine the point at which the project begins a positive return. This data will be used to evaluate the potential for future wind energy projects on other Brown County properties. The data will be available for other private and public entities to review and make more informed decisions regarding potential wind energy projects on their property as well.~~

V. Outreach/Education Efforts: In order to successfully implement a small wind energy facility, it will be incumbent upon Brown County to engage the public, local unit of government, and nearby property owners to build support for the effort. Brown County staff will attend public meetings as required to obtain the necessary permits for the project, as well as provide information related to this and all other EECBG projects on a dedicated web page. Transparency of funding and project progress is critical to the overall success of the effort and EECBG program.

EECBG Activity Worksheet

Grantee: WI-COUNTY-BROWNDate: 09/03/2009DUNS #: 55236355Program Contact Email: schuette_am@co.brown.wi.usProgram Contact First Name: AaronLast Name: SchuetteProject Title: Building Energy Efficiency Project Phase IActivity: 6. Buildings and Facilities

If Other: _____

Sector: Public

If Other: _____

Proposed Number of Jobs Created: 1.00Proposed Number of Jobs Retained: 0.00Proposed Energy Saved and/or Renewable Energy Generated: up to 682 million BTU's

Proposed GHG Emissions Reduced (CO2 Equivalents): _____

Proposed Funds Leveraged: \$15,000.00Proposed EECBG Budget: 40,000.00Projected Costs Within Budget: Administration: \$5,000.00

Revolving Loans: _____

Subgrants: _____

Project Contact First Name: NateLast Name: CurellEmail: curell_ND@Co.brown.wi.usMetric Activity: Building Retrofits

If Other: _____

Project Summary: *(limit summary to space provided)*

I. Project Description: The proposed project is to implement Building Energy Efficiency Projects - Phase I. In the 1st quarter 2009, Wisconsin Focus on Energy performed energy audits at (10) of Brown County's high energy use buildings. FOE conducted (1) energy audit in the 4th quarter of 2008 that is included in this plan. In addition an energy audit firm is under contract to conduct energy audits at (5) Brown County Library buildings. The Library audits will be complete in the 3rd quarter of 2009. From the FOE audits 165 potential energy saving ideas were identified. It is anticipated that equivalent energy saving ideas will be identified for the Libraries. Recommendations from both audits will be analyzed for savings and cost and prioritized for implementation. Phase I will implement energy saving projects at Library buildings and contribute toward the Library's overall goal of saving 200,000 KWHrs a year.

II. Funds Leveraged: Wisconsin Focus on Energy offers financial incentives to help Wisconsin customers take advantage energy efficiency opportunities. Based on Focus on Energy documents and previous project history, Brown County has estimated the FOE incentive for this project to be \$7,500. Brown County is proposing that \$40,000 in EECBG funds be leveraged with the \$7,500 from FOE and \$7,500 from Brown County Operating Budgets to fund this project. Additionally Brown County will contribute to the project through administrative, planning, procurement, and installation labor.

III. Action Items: Required actions include 1) Analyzing, costing, and prioritizing audit recommendations. 2) Developing and submitting Brown County budget request documents. 3) Working with FOE regarding the grant process. 4) Developing project work plans and schedules. 5) Ordering Parts and Materials. 6) Implementing/Installing improvements 7) Applying for grants. 8) Evaluating energy use statistics after project implementation. 9) Posting project data on dedicated Brown County web page.

IV. Metrics: Based upon an analysis performed by utilizing the Dept. of Energy's EECBG Estimated Benefits Calculator (<http://www.eecbg.energy.gov/solutioncenter/applicationresources/default.html>), the proposed building energy efficiency project will generate 1 new job, and contribute toward Library goals of saving 682 million source BTU's per year and reducing greenhouse gases (CO2 Equivalents) by 163 metric tons per year.

In addition Brown County will measure and collect ROI data to determine the point at which the project begins a positive return. This data will be used to evaluate the potential for future energy efficiency projects on other Brown County properties. The data will be available for other private and public entities to review and make more informed decisions regarding potential efficiency improvements on their property.

V. Outreach/Education Efforts: To engage the public in energy efficiency projects, Brown County staff will attend public meetings when necessary and provide information related to EECBG projects on a dedicated web page. Transparency of funding and project progress is critical to the overall success of the effort and EECBG program.

EECBG Activity Worksheet

Grantee: WI-COUNTY-BROWN Date: 09/03/2009
 DUNS #: 55236355 Program Contact Email: schuette_am@co.brown.wi.us
 Program Contact First Name: Aaron Last Name: Schuette
 Project Title: 11 KW Solar Electric System at Barkhausen Interpretive Center
 Activity: 13. Onsite Renewable Technology If Other: _____
 Sector: Public If Other: _____
 Proposed Number of Jobs Created: 1.00 Proposed Number of Jobs Retained: 0.00
 Proposed Energy Saved and/or Renewable Energy Generated: 202 million source BTU's
 Proposed GHG Emissions Reduced (CO2 Equivalents): 16.000
 Proposed Funds Leveraged: \$56,000.00
 Proposed EECBG Budget: 40,375.00
 Projected Costs Within Budget: Administration: \$6,375.00 Revolving Loans: _____ Subgrants: _____
 Project Contact First Name: Nate Last Name: Curell Email: curell_ND@Co.brown.wi.us
 Metric Activity: Clean Energy Policy If Other: _____

Project Summary: *(limit summary to space provided)*

I. Project Description: The proposed project is to purchase and install an 11 KW Solar Electric System at the Interpretive Center of the Barkhausen County Park which is located at 2024 Lakeview Drive in Suamico. The system will be roof mounted and will provide approximately 50% of the electrical power used at the center.

II. Funds Leveraged: Wisconsin Focus on Energy offers financial incentives to help Wisconsin customers take advantage of clean, green, renewable energy. Based on Focus on Energy formulas, Brown County has calculated the FOE incentive for this project to be \$27,638. Brown County is proposing that \$40,375 in EECBG funds be leveraged with the \$27,638 from FOE and \$28,362 from Brown County Capital Bond to fund this project. Additionally Brown County will contribute to the project through administrative and project management duties.

III. Action Items: Required actions include 1) Developing and submitting Brown County budget request documents. 2) Working with local governmental agencies regarding permitting, the local utility company regarding connecting to the grid, and FOE regarding the grant process. 3) Developing final design and specifications. 4) Bidding the project, evaluating bids, and selecting the contractor. 5) Managing the construction and installation process, connecting to the grid, and commissioning the system. 6) Applying for grants. 7) Evaluating system performance. 8) Posting project data on dedicated Brown County web page.

IV. Metrics: Based upon an analysis performed by utilizing the Dept. of Energy's EECBG Estimated Benefits Calculator (<http://www.eecbg.energy.gov/solutioncenter/applicationresources/default.html>), the proposed 11KW Solar Electric System would create 1 new job, save 202 million source BTU's per year and reduce greenhouse gases (CO2 Equivalents) by 16 metric tons per year.

In addition Brown County will measure and collect ROI data to determine the point at which the project begins a positive return. This data will be used to evaluate the potential for future PV projects on other Brown County properties. The data will be available for other private and public entities to review and make more informed decisions regarding potential Solar PV projects on their property as well.

V. Outreach/Education Efforts: In order to successfully implement renewable energy projects, it will be incumbent upon Brown County to engage the public, local unit of governments, and nearby property owners. Brown County staff will attend public meetings as required, obtain permits when necessary, and provide information related to EECBG projects on a dedicated web page. Transparency of funding and project progress is critical to the overall success of the effort and EECBG program.

EECBG Activity Worksheet

Grantee: WI-COUNTY-BROWNDate: 09/03/2009DUNS #: 55236355Program Contact Email: schuette_am@co.brown.wi.usProgram Contact First Name: AaronLast Name: SchuetteProject Title: Solar Thermal ProjectActivity: 5. Energy Efficiency Retrofits

If Other: _____

Sector: Public

If Other: _____

Proposed Number of Jobs Created: 3.00

Proposed Number of Jobs Retained: _____

Proposed Energy Saved and/or Renewable Energy Generated: 746 million BTU'sProposed GHG Emissions Reduced (CO2 Equivalents): 178.000Proposed Funds Leveraged: \$203,000.00Proposed EECBG Budget: 61,375.00Projected Costs Within Budget: Administration: \$6,375.00

Revolving Loans: _____

Subgrants: _____

Project Contact First Name: NateLast Name: CurellEmail: curell_ND@Co.brown.wi.usMetric Activity: Clean Energy Policy

If Other: _____

Project Summary: *(limit summary to space provided)*

I. Project Description: The proposed project is to purchase and install Solar Hot Water Systems for three separate Facilities - the Brown County Jail, the new Sheriff Department Building, and the Shelter Care Facility. The system will include (48) 4'x 8' roof mounted panels providing approximately 20% of the domestic hot water needs at the jail, (3) 4'x 10' roof mounted panels providing approximately 100% of the domestic hot water needs at the new Sheriff Department Building and (2) 4' x 8' roof mounted panel providing approximately 100% of domestic hot water needs at the Shelter Care Facility.

II. Funds Leveraged: Wisconsin Focus on Energy offers financial incentives to help Wisconsin customers take advantage of clean, green, renewable energy. Based on Focus on Energy formulas, Brown County has calculated the FOE incentive for this project to be \$59,660. Brown County is proposing that \$61,375 in EECBG funds be leveraged with the \$59,660 from FOE and \$143,340 from Brown County Capital Bond to fund this project. Additionally Brown County will contribute to the project through administrative and project management duties.

III. Action Items: Required actions include 1) Developing and submitting Brown County budget request documents. 2) Working with local governmental agencies regarding permitting and FOE regarding the grant process. 3) Developing final design and specifications. 4) Bidding the project, evaluating bids, and selecting the contractor. 5) Managing the construction and installation process and commissioning the installations. 6) Applying for grants. 7) Evaluating system performances. 8) Posting project data on dedicated Brown County web page.

IV. Metrics: Based upon an analysis performed by utilizing the Dept. of Energy's EECBG Estimated Benefits Calculator (<http://www.eecbg.energy.gov/solutioncenter/applicationresources/default.html>), the proposed (53) Panel, Solar Hot Water Systems would create 3 new jobs, save 746 million source BTU's per year and reduce greenhouse gases (CO2 Equivalents) by 178 metric tons per year.

In addition Brown County will measure and collect ROI data to determine the point at which the project begins a positive return. This data will be used to evaluate the potential for future Solar Thermal projects on other Brown County properties. The data will be available for other private and public entities to review and make more informed decisions regarding potential solar energy projects on their property as well.

V. Outreach/Education Efforts: In order to successfully implement renewable energy projects, it will be incumbent upon Brown County to engage the public, local unit of governments, and nearby property owners. Brown County staff will attend public meetings as required, obtain permits when necessary, and provide information related to EECBG projects on a dedicated web page. Transparency of funding and project progress is critical to the overall success of the effort and EECBG program.

EECBG Activity Worksheet

Grantee: WI-COUNTY-BROWNDate: 09/03/2009DUNS #: 55236355Program Contact Email: schuette_am@co.brown.wi.usProgram Contact First Name: AaronLast Name: SchuetteProject Title: 50 KW Wind Turbine at Bayshore ParkActivity: 13. Onsite Renewable Technology

If Other: _____

Sector: Public

If Other: _____

Proposed Number of Jobs Created: 3.00Proposed Number of Jobs Retained: 0.00Proposed Energy Saved and/or Renewable Energy Generated: 538 million source Btu per yearProposed GHG Emissions Reduced (CO2 Equivalents): 129.000Proposed Funds Leveraged: \$50,000.00Proposed EECBG Budget: 186,375.00Projected Costs Within Budget: Administration: \$6,375.00

Revolving Loans: _____

Subgrants: _____

Project Contact First Name: NateLast Name: CurellEmail: curell_nd@co.brown.wi.usMetric Activity: Clean Energy Policy

If Other: _____

Project Summary: *(limit summary to space provided)*

I. Project Description: The proposed project will provide for the installation of a 120 ft tower, 50KW wind turbine at Brown County's Cecil Depeau Bay Shore Park. The Park is located approximately 15 miles north of downtown Green Bay. It is situated atop the Niagara Escarpment on the east shore of the bay and offers a breathtaking view and excellent wind potential. The Park provides campgrounds nestled in the woods, with trails for exploring the bluffs leading down to the water's edge. The park also offers boat launching ramps and docks providing access for fishing, sailing, and boating enthusiasts. The Park receives approximately 115,000 visitors annually for boating, camping, and day use and uses approximately 100,000 KWHrs of electricity each year. The 50KW wind turbine is estimated to generate approximately 80 percent of the electrical power used at the Park.

II. Funds Leveraged: Wisconsin Focus on Energy offers financial incentives to help Wisconsin customers take advantage of clean, green, renewable energy. Based on Focus on Energy formulas, Brown County has estimated the FOE incentive for this project to be \$35,000. Brown County is proposing that \$186,375 in EECBG funds be leveraged with the \$35,000 from FOE and \$15,000 from Brown County Capital Outlay to fund this project. Additionally Brown County will contribute to the project through administrative and project management duties.

III. Action Items: Required actions include 1) Working with FOE to assess the wind energy resource at the proposed site. 2) Developing and submitting Brown County budget approval documents. 3) Working with local governmental agencies regarding permitting, the local utility company regarding connecting to the grid, and FOE regarding the grant process. 4) Developing final design and specifications. 5) Bidding the project, evaluating bids, and selecting the contractor. 6) Managing the construction and installation process, connecting to the grid, and commissioning the system. 7) Applying for grants. 8) Evaluating system performance. 9) Posting project data on Brown County's Sustainability web page

IV. Metrics: Based upon an analysis performed by utilizing the Dept. of Energy's EECBG Estimated Benefits Calculator the proposed 50KW wind turbine will create/retain 3 new jobs, generate 538 million sources Btu per year and reduce greenhouse gases (CO2 Equivalents) by 129 metric tons per year. The EECBG-benefits-calculator can be found at: <http://www.eecbg.energy.gov/solutioncenter/applicationresources/default.html>,

In addition to metric data required by DOE, Brown County will measure and collect ROI data to determine the point at which the project begins a positive return. This data will be used to evaluate the potential for future wind energy projects on other Brown County properties. The data will be available for other private and public entities to review and make more informed decisions regarding potential wind energy projects on their property as well.

V. Outreach/Education Efforts: In order to successfully implement a small wind energy facility, it will be incumbent upon Brown County to engage the public, local unit of government, and nearby property owners to build support for the effort. Brown County staff will attend public meetings as required to obtain the necessary permits for the project, as well as provide information related to this and all other EECBG projects on a dedicated web page. Transparency of funding and project progress is critical to the overall success of the effort and EECBG program.

EECBG Activity Worksheet

Grantee: WI-COUNTY-BROWNDate: 09/03/2009DUNS #: 55236355Program Contact Email: schuette_am@co.brown.wi.usProgram Contact First Name: AaronLast Name: SchuetteProject Title: Building Energy Efficiency Project Phase IIActivity: 6. Buildings and Facilities

If Other: _____

Sector: Public

If Other: _____

Proposed Number of Jobs Created: 3.00

Proposed Number of Jobs Retained: _____

Proposed Energy Saved and/or Renewable Energy Generated: up to 4094 million BTU's

Proposed GHG Emissions Reduced (CO2 Equivalents): _____

Proposed Funds Leveraged: \$161,125.00Proposed EECBG Budget: 88,875.00Projected Costs Within Budget: Administration: \$6,375.00

Revolving Loans: _____

Subgrants: _____

Project Contact First Name: NateLast Name: CurellEmail: curell_ND@Co.brown.wi.usMetric Activity: Building Retrofits

If Other: _____

Project Summary: *(limit summary to space provided)*

I. Project Description: The proposed project is to implement Building Energy Efficiency Projects Phase II. In the 1st quarter 2009, Wisconsin Focus on Energy performed energy audits at (10) of Brown County's high energy use buildings. FOE conducted (1) energy audit in the 4th quarter of 2008 that is included in this plan. In addition an energy audit firm is under contract to conduct energy audits at (5) Brown County Library buildings. The Library audits will be complete in the 3rd quarter of 2009. From the FOE audits 165 potential energy saving ideas were identified. It is anticipated that equivalent energy saving ideas will be identified for the Libraries. Recommendations from both audits will be analyzed for savings and cost and prioritized for implementation. Phase II will implement energy saving projects at Brown County buildings and contribute toward Brown County's overall goal of saving 1,200,000 KWHrs a year at these buildings.

II. Funds Leveraged: Wisconsin Focus on Energy offers financial incentives to help Wisconsin customers take advantage energy efficiency opportunities. Based on Focus on Energy documents and previous project history, Brown County has estimated the FOE incentive for this project to be \$50,000. Brown County is proposing that \$88,875 in EECBG funds be leveraged with the \$50,000 from FOE and \$111,125 from Brown County Operating Budgets to fund this project. Additionally Brown County will contribute to the project through administrative, planning, procurement, and installation labor.

III. Action Items: Required actions include 1) Analyzing, costing, and prioritizing audit recommendations. 2) Developing and submitting Brown County budget request documents. 3) Working with FOE regarding the grant process. 4) Developing project work plans and schedules. 5) Ordering Parts and Materials. 6) Implementing/Installing improvements 7) Applying for grants. 8) Evaluating energy use statistics after project implementation. 9) Posting project data on dedicated Brown County web page.

IV. Metrics: Based upon an analysis performed by utilizing the Dept. of Energy's EECBG Estimated Benefits Calculator (<http://www.eecbg.energy.gov/solutioncenter/applicationresources/default.html>), the proposed building energy efficiency project will generate 3 new jobs, and contribute toward Brown County's goal of saving 4094 million source BTU's per year and reducing greenhouse gases (CO2 Equivalents) by 978 metric tons per year at these buildings.

In addition Brown County will measure and collect ROI data to determine the point at which the project begins a positive return. This data will be used to evaluate the potential for future energy efficiency projects on other Brown County properties. The data will be available for other private and public entities to review and make more informed decisions regarding potential efficiency improvements on their property.

V. Outreach/Education Efforts: To engage the public in energy efficiency projects, Brown County staff will attend public meetings when necessary and provide information related to EECBG projects on a dedicated web page. Transparency of funding and project progress is critical to the overall success of the effort and EECBG program.

5

**PROCEEDINGS OF THE BROWN COUNTY LOCAL EMERGENCY PLANNING
COMMITTEE – LEPC**

Pursuant to Section 19.84, Wis, Stats., a meeting of the **Brown County Local Emergency Planning Committee** was held on Tuesday Sept 8th 2009 at 1:30 pm at Georgia Pacific 1919 S Broadway Green Bay, WI 54304

PRESENT: Leon Engler, Tom Collins, Jeff Roemer, Rob Goplin, Steve Maricque, Michael Moore, Bill Marotz, Tim O'Conner, Dennis Carr, David Catalano, Ron Koch, Tim Rasmussen, Emery Coonen, Ed Olson, Mark Thiry, Cullen Pelter, Roxanne Chronert, Kathy Clayton, Judy Friederichs, Paul Gazdik

1. **CALL MEETING TO ORDER:**

The meeting was called to order by Tom Collins at 1:30 p.m.

2. **APPROVAL OF AGENDA:**

A MOTION WAS MADE TO APPROVE THE AGENDA BY TIM RASSMUSSEN.
Vote taken. MOTION CARRIED UNANIMOUSLY.

3. **APPROVAL OF MINUTES:**

A MOTION WAS MADE TO APPROVE THE MINUTES BY LEON ENGLER.
Vote taken. MOTION CARRIED UNANIMOUSLY.

4. **COMMITTEE REPORTS:**

A. **PUBLIC INFORMATION AND EDUCATION COMMITTEE**

-Judy Friederichs reported that the PIE Committee is gearing up for some public outreach and education. The committee is in the process of scheduling members to work the upcoming Fire open houses and Senior Fest at Shopko Hall. The committee also put together an easy to use program guide for the Weather Radio's. The committee's next meeting will be held September 15th at 9 am.

B. **EXECUTIVE COMMITTEE**

-Cullen Peltier reported that the LEPC appointments were approved by the county board and that all the participants in the LEPC are official members.

C. **PLANNING COMMITTEE**

- Cullen Peltier asked if anyone is interested in participating in a Table Top Exercise that would reconvene the planning committee to support this process.
-Tom Collins suggested that we look to Sam to help us find a good participant in this process.

-Michael Moore the reviewed his plan for George Pacific for September's Plan for Review

6. OLD BUSINESS/OTHER BUSINESS

A. ARES/RACES UPDATE

-Dave Catalano reported that their group provided communication support in the Airport Exercise, a local Bicycle race, and are continuing to work on simulated tests. Mr. Catalano reported that he is working with Mr. Peltier on getting an HF antenna hooked up in the EOC. They are in contact with WEM for computers and they have added new members to there group.

B. RECENT SPILLS

-Roxanne Chronert gave a brief introduction on who she is and also introduced Kathy Clayton from the EPA. Ms. Chronert gave an overview of the recent spills. Ms. Clayton talked brief of the services that she can provide business in the area specifically local government reimbursement help.

C. Airport Exercise

-Cullen Peltier reported that the Airport Exercise went very well. A few things for improvement but overall a successful exercise.

7. NEW BUSINESS

A. HAZMAT BOARD DISSOVLED TO GREEN BAY FIRE

-The committee entered into a Q and A with Cullen Peltier, Chief Roemer and Assistant Fire Chief Goplin dissucsing the HazMat Boards decision to dissolve.

After discussion and questions Tom Collins made a Motion:
To reaffirm the decision made by the HazMat Board of Directors to dissolve all decision making to Green Bay Fire, and keep management of assets with Brown County Emergency Management. Seconded by Leon Engler. A roll call vote passed unanimously: 13-0-0

B. BOU-MATIC OFFICIAL WRITTEN REQUEST FOR INFORMATION

-Cullen fielded a Q and A about a written request from this company believed to be storing chemicals with out reporting. Committee voted unanimously to take action.

C. EPA DEMO

-Was talked about during the Recent Spills report.

8. PUBLIC COMMENT

-Hybrid cars from a responders stand point were discussed. Education and training were suggested.

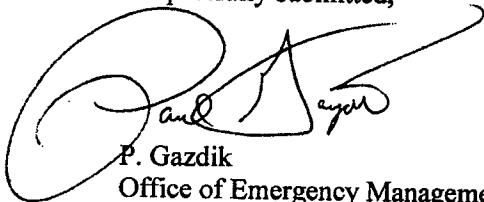
9. SUCH OTHER MATTERS AS AUTHORIZED BY LAW

Nothing at this time

10. ADJOURN

A MOTION WAS MADE BY TO ADJOURN AT 2:45 P.M. 2ND Vote taken. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "P. Gazdik", is written over a large, stylized circular flourish.

P. Gazdik
Office of Emergency Management

MINUTES
BROWN COUNTY TRANSPORTATION COORDINATING COMMITTEE
Monday, June 8, 2009
Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin
9:45 a.m.

ROLL CALL

Sunny Archambault	<u>x</u>	Nick Mahlik	<u>x</u>
Betty Bennett	<u>x</u>	Byia Martin	<u>x</u>
Linda Blohowiak	<u>x</u>	Barbara Natelle	<u> </u>
Diana Brown	<u>x</u>	Jennifer Nelson	<u>x</u>
Brandon Cooper	<u> </u>	Sandy Popp	<u>x</u>
Chris Culotta	<u>Exc.</u>	Cole Runge	<u>x</u>
Pat Finder-Stone	<u>x</u>	Jayne Sellen	<u>x</u>
Chris Hasselbacher	<u>x</u>	Julie Tetzlaff	<u>x</u>
Kathy Hillary	<u> </u>	Mary Van Acker	<u> </u>
Kathy Johnson	<u>Exc.</u>	Vacant – BC Board	<u> </u>

OTHERS PRESENT: Kim Chong, Lisa J. Conard, Sue Premo, and Steve Rosenbaum.

ORDER OF BUSINESS

1. Approval of the March 9, 2009, Transportation Coordinating Committee meeting minutes.

A motion was made by B. Bennett, seconded by P. Finder-Stone, to approve the March 9, 2009, Transportation Coordinating Committee meeting minutes. Motion carried.

2. Update on meetings with representatives of St. Mary's Hospital, Bellin Hospital, and Medi-Vans about post-appointment rides for disabled patients.

C. Runge stated that he and Pat Finder-Stone met with area hospital administrators in March of 2009 to discuss post-appointment transportation services, particularly those trips provided by Medi-Vans under contract with Green Bay Metro. A second meeting was held in May of 2009 with hospital administrators and Steve Rosenbaum to discuss specific actions that could be taken to address post-appointment pick-ups.

C. Runge stated the meeting participants addressed how to deal with a client's pick-up reservation if an appointment runs late due to unanticipated tests, etc.

S. Rosenbaum stated that if a client is not ready at the scheduled pick-up time, the driver will come back later, but this could mean a long wait for the client.

S. Rosenbaum stated that clients could also be ready at the original pick-up time, but are waiting at the wrong entrance/exit. This creates delay and other scheduling problems for Medi-Vans staff.

C. Runge stated that the meeting participants discussed designating a single entrance/exit at all medical facilities for van drop-offs/pick-ups.

S. Rosenbaum stated that Medi-Vans does this for trips to and from Bay Park Square mall. He stated that this is also a system that works well at the Medical College of Wisconsin in Milwaukee.

J. Nelson stated that the Red Cross does this as well.

Committee members suggested that a lanyard or bracelet be given to the client indicating that they will be picked up by Medi-Vans after their appointments.

S. Rosenbaum stated it may be difficult for a driver to place a lanyard or bracelet on a passenger.

J. Nelson stated that Red Cross gives its clients a card that states "Lakeland Chapter of the American Red Cross" accompanied by the phone number so the client or staff member can call and let Red Cross staff know if they will be running late. However, many of Medi-Vans clients are non-verbal and may not be able to communicate that they are scheduled to be picked up by Medi-Vans.

C. Runge explained that most facilities have concierge services. Often the concierge acts as the first and the last point of contact for a client. Perhaps coordination can occur here.

B. Bennett asked about the prioritization of trips.

S. Rosenbaum stated that the ADA and paratransit contract require Medi-Vans to accept all paratransit trip requests. The type of issue we are dealing with today is primarily associated with medical trips. Shopping trips, for example, go smoothly, as the client sets the drop-off and pick-up time.

C. Runge thanked P. Finder-Stone for making the arrangements to meet with hospital administrators.

The administrators will be discussing this issue with their staffs.

L. Blohowiak agreed that it will be up to each facility to work this out with staff and support this effort to improve post-appointment transportation.

B. Martin asked if the Medi-Vans drivers had any insight to solving the problem.

S. Rosenbaum stated that he would be meeting with the drivers this week and would discuss this issue.

S. Rosenbaum stated that Medi-Vans staff is currently collecting post-appointment and hospital discharge information to determine if there are any common problems.

B. Bennett stated that she supports this initiative.

C. Runge suggested that if timely pick-up trips cannot be made that the hospital could consider contracting with a private provider to provide demand-response trips or consider making a van available for hospital volunteers to drive the clients home.

C. Runge will be in contact with hospital administrators and report back at the next meeting.

3. Discussion of developing a transportation coalition in Brown County.

C. Runge stated that he and L. Conard met with Forward Service Foundation staff and the Brown County Mobility Manager to discuss the formation of a transportation coalition in Brown County.

The coalition would bring together representatives from area groups that address transportation issues, and it could be responsible for identifying transportation needs and possible methods of meeting the needs.

S. Archambault asked if that was the role of the TCC.

C. Runge stated that the TCC tends to address transportation for the elderly and persons with disabilities. The coalition would deal with all types of transportation, including employment-related trips.

C. Runge stated he envisions groups such as the Brown County Housing and Homeless Coalition and Bay Area Community Council to participate in the coalition.

L. Blohowiak stated that she is a member of the Northeast Wisconsin Regional Access to Transportation (NEWRATT) Committee, and the committee looks at transportation on a regional level.

C. Runge stated that a member of NEWRATT could serve on the coalition.

C. Runge stated that Forward Service Foundation staff and the Mobility Manager for Brown County would be discussing the creation of the coalition with potential members in the coming weeks.

4. Other matters.

S. Archambault asked about the status of the RTA.

J. Sellen stated that the state Joint Finance Committee removed the RTA for the Fox Valley from the governor's budget proposal. The Green Bay area was not included in the Governor's budget.

The Legislative Council Special Committee on Regional Transportation Authorities has recommended a RTA for the Fox Valley and Green Bay. If included in the state budget, it will likely be written so that a referendum would need to take place locally to determine the level of support for a RTA.

C. Runge explained that the "100 bus exemption," if included as part of the next transportation law, would allow Green Bay Metro to receive federal operating assistance after the 2010 census when the Green Bay Urbanized Area will likely have a population of 200,000 or more. If it is not included, Green Bay Metro could be facing a \$550,000 deficit.

C. Runge stated that the need for a RTA will still exist even with the exemption because Green Bay Metro has experienced, and will likely continue to experience, decreases in the proportion of combined federal and state operating assistance.

C. Runge stated he was pleased to see that Larry Delo, administrator for the City of De Pere, has been advocating for a RTA in the Green Bay area. Outside of staff, it is important that individuals from the area champion the cause.

S. Popp asked about the status of the closed captioned version of the "How to Ride the Bus" video on Green Bay Metro's website.

C. Runge stated that Tim Hennig left the Planning Department in April and that the new GIS Planner will look into this in July.

S. Popp stated that she is aware of several local private transportation providers that no longer are accepting MA-subsidized trips. This is due to the low reimbursement rate.

Committee members agreed that this is an issue facing citizens of Brown County and elsewhere.

J. Sellen agreed to look into the amount of funding dedicated to specialized transportation in the state budget. J. Sellen will share this information with C. Runge in the near future.

C. Runge set the date of the next Transportation Coordinating Committee for 9:45 a.m. on Monday, September 14, at the Green Bay Metro Transportation Center located at 901 University Avenue.

5. Adjourn.

C. Runge closed the meeting at 10:45 a.m.